

Best insightful reflections

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

F.5A Tsui Pak Him

Topic 1

You have recently been involved in a career project called ‘Career Oscars’ and you wish to share your experience with your fellow schoolmates.

- Write an article for the school magazine.
- Introduce the theme of your presentation and the ways to collect information for it.
- Write about how much you think you possess those verbal and non-verbal skills you have researched on. Illustrate with anecdotes from your past life experiences.
- Give your article a title.

A Career Project that Leads to Self-reflections

Recently, I have engaged in a career project called ‘Career Oscars’, in which every group involved can choose a particular career field to present. My group decided to use ‘journalists’ as our theme, and started to think about the outline of our presentation about two months ago. Now, everything is well-prepared and my group is eager to show what we have found. However, before that, I would love to share my precious experience in this meaningful event with you and hopefully you can get or learn something from me.

At the beginning of the project, my group already found a huge obstacle. We found it extremely difficult to collect information about the techniques for effective verbal or non-verbal communication for journalists, which made us feel helpless as we basically made no progress on the first day. Things changed after we received a video which features some guidelines for completing the project from our English teacher. We discovered that we could not only do online search by typing in the key words on browsers like Google, but also find some educational and convincing speeches from a website called Ted Talk. Eventually, we succeeded in finding eight related websites and videos from different kinds of sources, ranging from websites of news agencies and YouTube to Ted Talk and some career websites.

Having sorted out the information searched, my group came up with three important techniques for journalists, including being polite, considerate and well-prepared for interviews. Discovering that there are so many skills and requirements for a single career, I started reflecting on myself and pondered if I was ready to step out from my comfort zone.

As for the first technique I have mentioned, I don't think that I am a friendly and polite person honestly. Being polite and friendly, journalists can relieve the tension of the conversation in an interview and make the interviewees feel relaxed. Nevertheless, I am not a very sociable and friendly person honestly. There is a reason for me to say so. Whenever I converse with my parents or friends, I often use a sarcastic tone, which always leads to tension between us. Thus, I deem I may not be capable of using a polite tone to break the ice in an interview.

Talking about being considerate and the ability to understand others' feelings, I think I do possess this technique. Being the chairperson of the Community Youth Club (CYC), which is a committee intending to organize different charitable activities, I have participated in a range of voluntary activities like visiting the elderly, being a waiter in a local eatery etc. From these experiences, I have learnt to put myself in others' shoes and care for their needs. Therefore, I think I should be capable of standing into others' positions in an interview like what a journalist is supposed to do.

How about being well-prepared then? I personally think that it is my forte. As simple as going to school every day, I have to make sure that everything is in place the night before, checking whether I have done all the homework, revision, which always gives me a sense of security. If I were a journalist who was going to interview someone, this personality trait which I take pride in could ensure that I had done thorough research and all possible preparation work. Thus, I could use suitable terminology in interviews in order to make the interviewee working in a specific profession feel at ease.

In conclusion, the message that I want to convey to you is not the skills of journalists, but the way you should learn through a project. Every assignment assigned by your teachers is an excellent chance for you to learn something new and introspect about your strengths and weaknesses. It is time for my group to present our research to our peers. Maybe you will be one of the audience members and I hope you can enjoy our sharing.

Best insightful reflections

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5B (6) Hui Yuk Ling

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr Smith,

I am writing to share how the 'Career Oscars' project has increased my career and life planning awareness.

Our group has chosen aviation as our main theme. With cheap airfares and the trend of globalization, the demand for air travel has been skyrocketing in the past decades. The 2018 statistics from the International Air Transport Association stated that the compound annual growth rate of air passengers is predicted to be 3.5% in the coming two decades. Such growth will allow the industry to create 100 million jobs globally. To meet passengers' needs, airlines are more willing to provide lucrative wages and benefits to attract new blood to join their teams. Being a pilot is a cool and well-paid job in most people's eyes, and many students, myself included, dream to fly as our future career. But it can be difficult for us to work in the cockpit without proper techniques or fulfilling certain criteria.

Safety is a prioritized concern among all workers in the aviation industry, and I personally think

there are two techniques and criteria pilots should have or achieve in order to facilitate inflight safety. First and foremost, a pilot should be a good English speaker. In daily operations, pilots are required to make commands, as well as communicating with other members of the crew onboard and the air traffic control in English. Pilots who speak poor English increase the possibility of causing air accidents. When I was doing my research, I watched a short clip about a conversation between control tower staff and several captains. In that clip, Cathay Pacific freight was crossing the runway when the Hong Kong Airlines jet was cleared to take-off on the same runway. The Cathay pilot tried to stop the Hong Kong Airlines plane by saying ‘Cathay 071 is clear the runway.’, which was neither grammatical nor easy for both the tower and the other pilots to understand if the cargo jet was crossing, had crossed or had got the permission to cross the runway (as there are several meanings for the word ‘clear’). The two jets could have collided and caused another tragic accident similar to the Tenerife Air Disaster, the deadliest incident in the aviation history. This shows how essential a good command of English is to aviators.

Another criterion that is also of paramount importance is the pilot’s health conditions, physically and mentally. Pilots need to fly to various places in a few days. Take a Boeing 777 pilot as an example; they may need to wake up seeing Big Ben in the morning, flying 13 hours all the way to Hong Kong on Monday, and then take a cat nap near the Hollywood sign on Wednesday after being on the mini jumbo for another 14 hours. Constant adaptations to different time zones worldwide and the rather tight roster can exhaust pilots if they do not have a strong body. Exhausted pilots may not be able to make correct decisions when their health condition is not excellent. This puts all people on the plane at risk. That is why maintaining good health is critical for pilots. Mental health cannot be ignored either. In 2015, Germanwings Flight 9525 crashed in France. Suffering from serious depression, the first officer committed suicide by crashing the Airbus into the Alps. Pilots need to pass various tests and assessments in order to obtain or keep their licences or certificates. Once on the Career Day, an alumnus, who is a second officer now, told me that it is never easy to memorize all those safety procedures. You need to spend tremendous time before you sit inside the cockpit for the very first time. A pilot must be mentally resilient to deal with the stresses of the jobs. They should also learn how to talk to their peers or mentors about their difficulties. It is often said that people who are willing to talk to others about their stress have lower risks of suffering from mental disorders.

But it can be hard for me to acquire all those techniques and fulfill those criteria. One challenge for being a good English speaker is that we do not have a rich English environment. Having our mother language as Cantonese, students including me can hardly practise our English skills as we tend to use Cantonese in our daily life. In a bid to excel my English, I have tried to create a better English environment for myself. I took part in the Speech Festival this year to polish speaking skills and reading through prose reading. I have also been listening to English songs like Lady Gaga’s ‘Stupid Love’ these days, which helps me improve my listening ability. From listening to English songs, I can figure out how the native speakers pronounce each words.

To keep myself in good shape is another problem for me. We all know that doing exercise is the best way to stay healthy, both physically and mentally. However, I am too lazy to go out and do exercise. Besides, I am an introvert and I hate to disturb others. I tend not to tell others my feelings. I would try to do some simple exercise like sit-ups first to kick off doing exercise. I hope simple exercise will be less tiring and can increase my incentive for exercising regularly. I would also try not to hide my emotions and talk to others more in order to learn how to express my feelings and relieve my stress.

I hope you have enjoyed sharing. Do give me some tips if I could do better to achieve my career goal.

Best regards,
Chris Wong

Best insightful reflections

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

CLASS: F.5C NO.: (5) NAME: Fung Tsz Hin

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Miss Young,

Nowadays, teenagers are concerned about their career prospects. In order to enhance our knowledge on various professions and sharpen our career and life-planning skills, a thought-provoking project named the Career Oscars has been arranged. Our group has chosen dentistry as the target theme. We have done some online research on the techniques for effective communication in the workplace for dentists, which has equipped us with the relevant skills and prepared us for the future.

First and foremost, the two-way communication between dentists and patients is of paramount importance. This two-way communication involves both speaking and listening. In order to achieve effective communication, one should listen to others' opinions instead of simply expressing one's views. Although a dentist is equipped with biological and psychological knowledge, it is more friendly for him or her to communicate with patients using simple terms. This can also aid the patients' understanding and allow the dentist to discuss treatment options with patients. Besides, listening to patients actively could let the dentist know their physical and psychological needs and check their willingness to follow the treatment plan. This could also ensure that no hard feelings are provoked and hence nurture a better dentist-patient relationship. For example, when a patient suffering from wisdom tooth pain goes to the dentist and seeks help, the dentist should tell the patients about their problems precisely in simple terms and introduce different treatment plans for the patients to choose from. In addition, a caring dentist is expected to listen to the patients' opinions so as to select a suitable treatment option. The two-way communication seems to be easy, but is onerous to achieve. It is not uncommon to see people just expressing their own ideas instead of listening or accepting others' views. As everyone has different values and beliefs, we may have different views on the same issue. We usually focus on ourselves but ignore others, thus making the communication problematic. Nevertheless, having understood others' views, we could establish a better relationship with others.

Besides this, showing respect through our body language is also an essential technique to be equipped with. Respect is a pivotal quality of an ideal dentist as this can help create an environment in which patients feel they are being cared for. Showing respect is not only confined to oral communication, but also through body language and behaviors. Being courteous and respecting patients' personal rights are equally important. For instance, as a dentist, you could start the treatment with a smile as well as a handshake and keep a comfortable distance your patients during treatment to ensure that they patients feel relaxed. Consulting patients' needs and wants politely before the treatment begins, dentists can avoid unnecessary conflicts. It is crucial for dentists to show their respect as mutual respect is instrumental in a pleasant relationship. In contrast, a lack of respect may lead to poor interactions with patients due to distrust, which may hinder dentists' working efficiency and lead to patients' dissatisfaction. Although showing respect is crucial, it is always easier said than done. When it comes to respect, we always lay too much emphasis on oral communication but overlook the importance of showing respect through body language and behaviors. Also, it takes much time and determination to change your behaviors in order to show that you respect others. However, suitable body language such as a genuine smile can show that you are trustworthy. It is surely difficult to acquire this technique but showing respect not only boosts the patients' confidence, but also builds a good rapport between dentists and patients.

Moreover, it is also vital to show empathy towards the patients. An empathetic dentist would try to understand the patients' feelings and provide support for them. Not only is psychological care essential to them but also emotional support. For example, when a patient feels upset because his friends ridicule him for his crooked teeth, an ideal dentist would be able to stand by his side, understand his feelings and show love and care. Being empathetic not only induces a sense of togetherness for patients, but also boosts their dignity. Without empathy, a dentist may not be able to understand what the patients are suffering from and be indifferent to the patient. Consequently, disputes may arise. Although showing empathy is essential in developing a pleasant dentist-patient relationship, it is never easy to understand someone else's feelings without experiencing them. Even if you have tried hard, your effort may still be futile as there are differences between our values and beliefs. Also, being empathetic requires huge effort as it takes much time and patience. Various actions, such as laying more emphasis on patients' reactions, should be taken in order to make changes. Without them, it is still a tough challenge to become empathetic. Meanwhile, some small steps may lead to big changes.

To ensure my survival if I could enter the field of dentistry, there is still a lot for me to learn in order to acquire the verbal and non-verbal skills mentioned.

First, to acquire skills for two-way communication, we could encourage feedback during communication. By asking a few thought-provoking questions, we may get to know more about ourselves such as our strengths and weaknesses in order to find out the areas of improvement that we might have overlooked. Furthermore, we also have to be inclusive to different opinions instead of being egocentric. We usually focus on ourselves but ignore others' views. Embracing different opinions could avoid unnecessary conflicts and others will be more willing to interact with you.

Besides, to show our respect, we have to serve others with faith. As a student, we could take up posts at school. Being a member in school clubs, we could obtain more opportunities to communicate with our counterparts. While serving others, we can also learn to respect them, encountering different opinions and views. In addition, we should be kind and polite. Not only should we be courteous to our teachers and family members, we should also be kind to our classmates as courtesy makes people feel respected.

Lastly, to show our empathy, we could engage in more voluntary work. Activities such as visiting the elderly could help us get to know more about the adversities others are encountering. This could not only equip ourselves with empathy, but also build our inclusive traits. Also, we could challenge ourselves by joining various activities that we have not engaged in before. As embracing difficulties and challenges could motivate us to step out of our comfort zone, all the humbling experiences could help us build the empathetic trait.

In short, this project is enriching and has helped me enhance my career and life-planning knowledge and skills. I strongly recommend the school continue to carry out this project for senior form students in the following years.

Yours sincerely,
Chris Wong
Chris Wong

Best insightful reflections

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5D04 Kwok Sheung Kai

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr Wong,

It has been an invaluable experience for me to have participated in Career Oscars, working with my fellow confidants on various communication techniques in the physiotherapy field. Besides the sense of satisfaction gained after finishing the project, Career Oscars offered me a glimpse of a physiotherapist's daily life and the prerequisites for the success in this field, namely verbal and non-verbal communication skills.

Among the vast amount of information our team has examined, "empathy" was one of most commonly appeared words in all the essays pertaining to being a successful clinician. While sympathy is just understanding another's suffering, we have to take one step further for achieving true empathy, through comprehending one's emotions in their own terms. It has been a common misconception that a patient craves copious comfort from others when he hits his rock bottom. However, what a patient genuinely needs is having his stories heard rather than solace which he may not have sought for. By putting yourself into the patient's shoes, a cosy recovery atmosphere will be developed for the patient, strengthening bonds between doctor and patient, hence accelerating the rehabilitation of the injured patient.

Albeit it may sound accessible to be empathetic to different individuals, students may have difficulties in excelling in this communication skill. Most of the younger generation, myself included, have been long cherished by their dotting parents and seldom view things from different perspectives, leading to inadequate understanding those around them. Despite being self-oriented, youngsters often lack patience and the capability to handle jobs with great delicacy, which may cease further development of bonds between patients and doctors due to absence of trust.

While empathy is the most valued notion, metaphor is definitely the most special communication art to be mastered in the field. Through simplifying complex ideas and visualising them as concrete examples, meaningful understanding of diagnosis can thus be promoted for easier understanding to prevent ambiguities for kids and senior citizens. For instance, therapists often described both the patient and the doctor as warriors who fight against the disease. It allows both parties to think that they have not claimed victory yet rather than the treatment itself has failed. One of the major benefits of this military metaphor is that it provides a significant boost to the patients' confidence and helps them to put faith in themselves to win the war through biological means of treatment, energizing those dispirited souls.

Indeed, metaphor can be a handy tool to use for a better communication environment, yet it is never simple to master. The chance of misinterpretations taken from those metaphors is always high if one uses it without any analytical skills and opts for imprecise metaphor. Furthermore, inappropriate use of metaphor may undermine the patients' self-esteem as they may consider themselves feeble soldiers and be less determined to continue the medical treatment in the foreseeable future.

Equally crucial in a harmonious conversation is non-verbal communication techniques. Although one may not notice its importance in daily life, 93 percent of conversation in reality consists of non-verbal components while verbal components only make up 7 percent of conversation. Non-verbal components, such as facial expressions and body languages convey a great deal of information which enhances well-being, reduces anxiety and creates calming effects to those depressed patients even with no verbal comforts provided at the same time. Attentiveness can also be shown through your body language to present an accommodating attitude to the patients and their companions in order to earn trust from your clients.

It may be effortless for one to make use of non-verbal communication skills as everyone is accustomed to these techniques. However, one should never overuse them and has to adjust the use to a moderate level in an attempt to maximize the benefits of body languages, preventing interruption of excess body movement during the conversation.

With a view to conquering these obstacles in my career path, the following steps will be taken in order to secure the way to my dream job.

For verbal communication, it is definitely the first step to broaden my vocabulary scope through online materials and newspaper articles. Accuracy of word choice should by no means be neglected so as to minimize misinterpretations from the patients, building up a trustworthy image towards all my clients. Attempting to be an engaged listener will also help me to be more dedicated to other's words, exploring various points of views of people from different walks of life. Essential communication skills may also be acquired through listening to excellent speakers thus it is of utmost importance to concentrate on conversations in any setting.

Non-verbally, establishing sufficient eye-contact may assist me in developing a confident impression towards the public while showing others my communicativeness and sincerity. To stop hunching over my phone and providing others with a gentle look during conversation will surely be a good start to brush up my communication technique in one way. Moreover, body language should always be made use of during my discussion with friends in order to show my consciousness towards the other individuals, allowing others to count on me in the future.

“Rome was not built in a day.” It is never a short path to reach the top of the mountain. Arduous though it may seem, it is never an impossible task. By making every endeavour throughout the journey towards my goal, I have faith that everything will work out for the best and turns out to be an invaluable odyssey.

Yours sincerely,

Chris Wong

Chris Wong

Best insightful reflections

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5E Yiu King Fung

Topic 1

You have recently been involved in a career project called ‘Career Oscars’ and you wish to share your experience with your fellow schoolmates.

- Write an article for the school magazine.
- Introduce the theme of your presentation and the ways to collect information for it.
- Write about how much you think you possess those verbal and non-verbal skills you have researched on. Illustrate with anecdotes from your past life experiences.
- Give your article a title.

Communicative Computer Programmers

What essential skills do you think a good computer programmer should have ? Problem solving? Coding? Or debugging? Actually, these are only part of a computer programmer’s duties. There has long been a stereotype about computer programmers that all of them are nerds who do coding in front of the computer for an entire day. However, developing websites and applications is just half of their duties. Another half is collaborating with teammates and working closely with clients. Therefore, the indispensable skill that every programmer must possess is communication skills.

Recently, I have been involved in a career project called ‘Career Oscars’. The theme of the project is ‘techniques for effective verbal communication’. I have chosen IT practitioners as the subject of the career project. An IT practitioner is someone who practises and specialises in IT fields such as computer hardware, software and web development. The term, IT practitioners, includes a wide variety of computer professionals, ranging from software engineers to Web developers, and from information security analysts to computer network architects.

With a view to collecting sufficient information about techniques for effective verbal or non verbal communication for IT practitioners, I have searched the Internet for videos, articles and reports related to IT practitioners. I have also used the research reports written by American and British university professors and watched all the related videos made by different YouTubers. Moreover, I have also conducted an interview with Terry Tsang, the Chief Executive Officer of Madhead Limited, which is a company developing and operating mobile games. The most popular game that Madhead has ever released is ‘Tower of Saviors’, which is a combination of a match 3 game and a role-playing video game, with characters from various mythologies. The game has swept through numerous countries across Asia and the number of players has exceeded one million.

As Madhead is a Hong Kong company which is based in Hong Kong Science Park, I can learn more about the local IT workplace culture through interviewing Mr Tsang.

After a thorough research, I have found that the most important techniques for effective verbal and non-verbal communication are explicit and concise verbal communication, listening patiently and clear written communication. I think I possess all those verbal and non-verbal communication skills as I think I have put all those skills into practice in my past life experiences, especially as an IT prefect.

Explicit and concise verbal communication is one of the communication skills that I have been using for the past four years as an IT prefect. As I am a senior IT prefect, I need to organise workshops to teach junior IT prefects about broadcasting and backstage monitoring. I would explain the knowledge and skills of broadcasting in an explicit and simple way because the concepts behind the broadcasting system are usually complex and abstract. Besides, most of the new IT prefects do not have any IT background or related experiences. Therefore, I must use simple language instead of using jargon to explain complicated concepts. I would also use analogies and similes to make the concepts easier to be understood. This is similar to software engineers explaining the principles of an algorithm in a simple way to their clients.

Apart from explicit and concise verbal communication, listening patiently is also very important. When IT prefects are having meetings, there are usually numerous technical problems and new arrangements to be discussed. As each of the committee members has to give their opinion, we need to listen to one another with great patience. Listening patiently and not interrupting do not only mean respecting others, they also help us to get deeper understanding and give constructive feedback.

Aside from listening patiently, written communication is frequently used within the team. Written communication is involved in designing rosters, duty reminders in Whatsapp groups and writing emails to teachers and students. As I am the leader of the broadcast team, I need to manage my teammates and write emails to teachers who are responsible for English broadcasts. Therefore, concise and effective written communication is essential for reminding teammates to be on duty and reporting issues to teachers.

In conclusion, communication skills are the essential skills that IT practitioners must have and the three effective techniques are concise verbal communication, listening patiently and clear and concise written communication. If you are interested in IT fields and you want to become a software engineer, remember to acquire these communication skills. That will definitely improve your performance and ensure your survival in the workplace.

Best essay (Second Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5A (2) Chung Ngai Ming, Vincent

Topic 1

You have recently been involved in a career project called ‘Career Oscars’ and you wish to share your experience with your fellow schoolmates.

- Write an article for the school magazine.
- Introduce the theme of your presentation and the ways to collect information for it.
- Write about how much you think you possess those verbal and non-verbal skills you have researched on. Illustrate with anecdotes from your past life experiences.
- Give your article a title.

Such a Valuable Lesson

Recently, my groupmates and I have been involved in a career project called ‘Career Oscars’. This project is an invaluable learning experience for us, going a long way towards inspiring us to equip ourselves for better future prospects. This project is definitely conducive to us youngsters’ personal growth by maximizing our exposure to some chosen jobs.

Lawyers, as the name suggests, help advise and represent clients in courts, conduct analysis of legal problems, to name but a few. It seems to be a challenging career as it requires practitioners to have a load of generic skills and outstanding academic achievements. We collected information from the Internet and books with a view to having our academic proficiency enhanced. Owing to the numerous data on the Internet, we had to select those with credibility, for example, Wikipedia, international news agencies and professors’ articles. In addition, one of my groupmates has a relative working in the legal profession. Thus, we were able to obtain some interesting facts of lawyers from him.

After this project, I have gained a better understanding of the job of lawyers especially in terms of verbal and non-verbal communication skills. To begin with, it is of utmost importance for lawyers to have advanced verbal communication skills when interacting with others. Lawyers have to discuss verbally with clients about their cases. The practice of law or prosecution is highly dependent on good communication skills, especially persuasive verbal skills as lawyers need to give successful presentations in courts. Mastering this key skill will help connect with clients and solve problems in a more effective and efficient way. However, I didn’t possess this kind of skills especially when it comes to public speaking in my previous school experience. Nowadays, with the state-of-the-art technology, many adolescents just commonly use social media for daily

communication, lacking face-to-face interaction with each other. Because of this, when I was presenting a PowerPoint in front of the class solely, I became extremely anxious and could not present it fluently despite my industrious preparation beforehand. The Internet research I did for Career Oscars has enabled me to learn how to have my self-assurance boosted bit by bit in an attempt to brush up on my verbal communication skills.

In the second place, I learnt how to acquire non-verbal skills through the project, which is to be a good listener. When clients feel that the lawyers are listening to what they say attentively, they will have more trust towards lawyers. According to some articles written by some professors, lawyers should not interrupt clients and should avoid repeating answers while clients are speaking. In the past, I was certainly not a good listener at home since I always got mad easily when my parents were speaking something to me patiently. For instance, while they were teaching me how to cherish the Chinese customs and traditions, I would not listen to them. In addition, my social circle was not large when I was in primary school as I thought it was very difficult for me to listen to others patiently. Being a self-centered person at that time, I neglected the importance of listening to others modestly so I only had a few like-minded friends. Over time, I understood that this kind of attitude is inappropriate. After doing this project, I have decided to change myself into a good listener. Regardless of what situation I am facing, being a good listener is paramount to strengthen bonds with others.

Moreover, having curiosity in all things is also important non-verbal skills I have researched on. Lawyers have to be curious all the time as raising questions can give them the opportunity to understand what is going on with their clients, which in turn helps lawyers give their clients sound legal advice. Without curiosity, it is very hard for lawyers to know the truth and work out all the steps to help clients. In fact, in my early childhood, I was already a curious person as whenever I was confused with something, I would raise my hands and keep asking 'why'. Likewise, during the interview, I asked my groupmate's relative a great number of questions in a bid to get the most out of the interview. Taking the initiative to dispel the misunderstandings, I have got to know more about the nature of this job. However, many students lack confidence in asking questions nowadays, making them have a smattering of knowledge. Therefore, we should be curious and have a zeal for learning all the time.

'Career Oscars' is a precious and fulfilling learning experience for us to explore more skills associated with a chosen career. Having cultivated a myriad of skills, I have benefited from this project. Our interviewee told us a motto, 'You are never too old to set another goal or to dream a new dream.'

Best essay (Second Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

[5B20] 黎曉嵐 LAI HIU LAAM LANCY

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr. Smith,

I am writing to report on my efforts on the Career Oscars project, and how this project affects my future career planning. In this letter, I wish to report the two verbal and non-verbal techniques crucial to business, the chosen career field of my project, as well as the steps needed to acquire these techniques.

First and foremost, clarity is of utmost importance in terms of both verbal and non-verbal communication techniques for business communication. Clarity means explicitness in communication, which requires people to express their ideas with concise words and sentences. In a business workplace, we may need to communicate with different targeted groups to meet our objectives. Clarity in verbal communication could grab the attention of any communicator – it either be colleagues, superiors or customers - and easily steer them towards the desired outcomes to meet business goals. The reason is that the simplicity of words is able to free the recipient of information from complex interpretation. It is not easy to focus in an exhausting meeting, but if the presenter makes his speech sharp and explicit, the leaders can easily follow the ideas of the presenter, and that proposal will have a higher chance of passing. Clarity is also a matter in non-verbal communication. We may imagine a person is well-prepared and confident with his idea when that person is able to use short but accurate words to show his full understanding. With clarity, we will be able to succeed in verbal and non-verbal business communication.

Although clarity is crucial for my survival in the business workplace, it is not easy for me to possess this skill. To stay straightforward and accurate in communication one must be very conscious about his own thoughts, and avoid useless clauses and phrases in speech. However, I am used to using long sentence patterns in explanation, whether they are needed or not. To tell the truth, this habit makes it hard for my listeners to understand the focus of my speech, not to mention the many grammatical mistakes that often mar my proficiency. I am by no means a gifted orator. The level of difficulty to acquire clarity is high for me.

Reinforcement is also a vital technique for verbal and non-verbal business communication. Reinforcement is the use of encouraging words alongside non-verbal gestures such as head nods, a warm facial expression and maintaining eye contact. To boost the productivity of a business, staff morale and motivation is always needed. Nevertheless, the presence of positive reinforcement helps to build rapport and is more likely to reinforce openness in others. In a verbal conversation, positive reinforcement such as some warm words pave the way for the development and maintenance of a relationship. It could be a fabulous start with anybody. For instance, positive reinforcement to colleagues and working group members could help increase bonds with others. In between discussions, non-verbal cues like encouraging smiles could allay the fears of shy members, giving them reassurance which reduces their nervousness in sharing their ideas. This makes them feel respected. In daily work, positive reinforcement from superiors could also boost the morale and competitiveness among the subordinates, when their colleagues received praise. Reinforcement is like the lubricant between people, and helps maintain relationships needed in a business workplace. To achieve reinforcement is not a very hard job, but it needs to be treated seriously. Reinforcement only requires one to appear friendly in a discussion. By giving a little bit of praise and a genuine smile, others will know that I wish to befriend them and achieve the best result with them. The hardest part is my attitude; I need to stay respectful, or else others will not believe my sincerity.

I am really interested in this career field. Therefore, I will work hard to acquire the verbal and non-verbal techniques mentioned above. I found there are some steps I could work on to polish the skills.

Clarity needs repeated practice for I am not talented in speaking. To avoid repeated self-correction in speech, I must first get used to the habit of thinking twice before speaking in this way, I would be sure which part I wish others to perceive the most. Moreover, I could learn to use the shortest but most effective way to speak and make others understand right away. For speeches made in a meeting, I will have to practice and understand every part of the information required. This preparation provides me with the ability to rephrase and paraphrase the written speech with accurate words to achieve effective communication. Moreover, I also lack confidence in speaking, which could also affect my clarity in speeches. If I am not confident enough, I will easily get nervous, and then I could not maintain a clear mind to process the information and present the most important part. As a matter of fact, I must find ways to increase my experience in public speaking. The more I practice speaking in public, the more confident I will become, and the more I will be able to stay calm and use concise wordings to express my thoughts precisely.

Reinforcement requires me to stay encouraging and reassuring. To achieve positive reinforcement, a sincere and truthful attitude is a must for me. As a result, I must show that I am always listening. Skills like nodding from time to time shows that I am friendly and interested in what the communicator or presenter says to me; smiles and constant eye-contact prove that I will listen carefully, encouraging them to show themselves. This is able to keep them active in any discussions or group work. Still, I must bear in mind not to act too frequently, or it may be over the top. Encouraging words and praises could also attract more people to join in the group work. Words as simple as "Great job!" could do the job. These simple steps could mean a lot to my effective communication in the workplace when I get familiar with them, as I would no longer be slow to practice positive reinforcement when my communicators, like group members, are in need of them. In conclusion, in the business career field, clarity and reinforcement are two important, verbal and non-verbal techniques that facilitate effective communication. Through this project, I have become more interested in my chosen career field. I wish to practice the steps above and excel in these techniques, so as to prepare myself for my future career.

Yours sincerely,

C.W.

Chris Wong

Best essay (Second Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

CLASS: F.5C NO.: (22) NAME: She Tung Ching

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Ms Young,

Recently, I have done some research on the techniques or criteria for verbal and non-verbal communication which are indispensable for an occupational therapist when preparing for Career Oscars. Thanks to this project, I have learnt a wealth of requirements of being a professional healthcare worker. Therefore, I am writing to share what I have garnered in the project and suggest several steps that I could take to boost my communication skills.

To commence with, being supportive definitely comes first on the list of invaluable verbal or non-verbal communication skills an occupational therapist should be equipped with. When it comes to the medical fields, the general public always attaches too much importance to difficult and professional knowledge. Seldom do they realize that good communication skills are also one of the necessary traits of healthcare workers. It is the therapist's job to find out what the patient needs and motivate the patient to achieve these changes. However, faced with inconvenience and pain, patients may easily become frustrated, if not desperate, and may even refuse to take any action. Although shying away from rugged paths is an understandable act, it does no good but brings harm to the patients. Being supportive is the key to encouraging patients to break the

status
quo. Not only can positive words lift the patients' spirits, but can also help them build up confidence.
Simple sentences like "sure you can!", or even just a nod with a heart-warming grin can make a big
difference. Showing that you are always there to offer unconditional help is the best way to strengthen
the mental power of the patients, making them more tenacious and dedicated to their treatment. They
will strive to pursue the ultimate goal, which maximizes the efficiency of the treatment. Therefore,
occupational therapists are like lighthouses, guiding the physically-challenged back to their normal life.
Although being supportive may be a piece of cake for many others, it is quite a tall order for me
because of my characters. Sometimes I find soothing others difficult because I fail to stay calm and
rational. For example, when my friends come across unhappy encounters and turn to me, I will be at a
loss and cannot utter a word. What makes it worse is that others being upset will make me panic.
No matter how much I want to give them my support and reassurance, I usually end up going silent.
Being vulnerable is in all likelihood an obstacle I have to surmount.
Apart from being supportive and helpful, good listening skills are also vital to occupational therapists.
Communication is a two-way street and listening is a prerequisite to it.
Therapists put extra emphasis on listening skills since clients possessing communication disorders
account for a vast majority, ranging from children with autism to stroke victims. In addition, there are
people who are not eloquent and their expressions may be vague and hard to follow.
Making sure that the message the patient is trying to get across is clearly heard falls on the
therapists' shoulders. Only by listening carefully and attentively can the therapists gather detailed
and clear information such as the level of pain and the patient's habits in daily life, so that further
analysis and effective training can be provided. There is no doubt that good listening skills can avoid
misunderstanding, which should never be underestimated as it may lead to dreadful outcomes. If the
therapist makes an erroneous judgement about the severity of the injury, the effort made in the process
by both the therapist and the patient will be in vain as false treatment plans conducted
may cause side effects to the patients, like doing harm to their skin or muscle tissues. This exemplifies
the importance of acquiring proper listening skills. In fact, listening skills do not
simply mean how much you can understand others' words, it also implies eye contact and body
language like head movements for confirmation as well. These tiny actions can give listeners the sense
of respect, so the patients will be more willing to open up and express their thoughts. In
short, taking advantage of listening skills can facilitate treatment and help occupational therapists
develop rapport with their clients.

Being a shy person, I have difficulties interacting with strangers as I feel embarrassed speaking with someone I scarcely know, let alone maintaining eye contact. As I prefer staying in my comfort zone, I may have missed a lot of golden opportunities to train my listening skills. I will need plenty of time to pluck up the courage to embark on training to improve my listening skills by communicating with others face-to-face.
After discussing the value and importance of communication, I would like to put forward some ways to garner the verbal and non-verbal skills needed so that I can materialize my dream of becoming an occupational therapist. In a bid to become a professional occupational therapist, showing your support throughout the discourse is essential. I would try to enroll in more voluntary work and observe how the voluntary workers interact with the elderly and the needy. As I have mentioned before, I feel lost when it comes to comforting others. Being a volunteer, I will be able to gain hands-on experiences of striking up conversations with strangers and learn how to break the ice. After banishing the communication barrier, training up other skills will be much easier for me. Moreover, experienced voluntary workers will be excellent role models for me. Their thoughtfulness and dedication to giving a hand to the ones in need certainly will be an enlightening lesson for me, giving me examples and hints about showing compassion and care with the help of words and facial expression. I can also get to know more about the mental state of socially vulnerable groups, which helps me put myself in their shoes and take suitable action. Participating in voluntary events, I can reap numerous benefits and more importantly, take the reins of being supportive.
There are more steps that I can take to brush up my self-esteem. As the saying goes, start small and think big. I can grasp and capitalize on the chances in my daily life, from taking up the role of mic controllers in school activities to joining speech festivals. Standing in front of the crowd will be the most straightforward method to boost my confidence and the ability to stay clear-headed. Moreover, I can sharpen my communication skills by practising at home like delivering a speech while looking at the mirror. Not only can daily training enhance my organizational skills, it can also offer me opportunities to reflect on myself. For example, I start biting my lip whenever I feel nervous. To kick this bad habit, always be conscious and having reflections persistently is the most effective way. These methods are pragmatic yet challenging. Nevertheless, I will not succumb to any setbacks so as to reach my dream.
All in all, this project is enriching in a sense that it allows me to learn more about the job that I am

interested in. Becoming an occupational therapist is not for the faint-hearted.

I am so grateful that you have given me the chance to enroll in this project so that I can equip myself from now on and be well-prepared.

Yours sincerely,

Chris Wong

Chris Wong

Best essay (Second Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5D 16 Mak Ho Ting

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr. Wong,

After accomplishing the Career Oscars project, I have gained more knowledge about techniques regarding effective verbal and non-verbal communication for being a physiotherapist. Not only does this worthwhile project increase my understanding of physiotherapists, but it also broadens my horizons to a certain extent.

Among the innumerable research we did, one of the most impressive techniques regarding verbal communication skills is the facilitation of metaphors. Before the project, I thought that metaphor is only the fancy gadget used by literati. With increasing exposure to this professional field, I started to find out how naive I was. In fact, metaphors can be used in clinical settings, too.

Physiotherapists often encounter patients who have lost part of their mobility. During rehabilitation, physiotherapists sometimes describe patients as ‘warriors’, and they are bravely fighting against the evil enemy - disease. By making use of metaphors, patients can feel they are fully supported and have the determination to acquire victories. Furthermore, this practice can allow both parties to visualise the actual meaning of the other side. Thus, it can reduce ambiguities.

It is difficult, though, to master the use of metaphors. If we misuse metaphors, the results may be not desired. Take the ‘warriors’ as an example. Patients may feel they are powerless soldiers on the

battlefield if physiotherapists overuse it. They may lose their dedication in recovery subsequently and it is surely not the outcome physiotherapists are willing to see.

Other than verbal communication, non-verbal communication is also of utmost importance but often neglected. However, it plays an important role in our daily communication. One of the examples is utilizing body language. Every action may seem subtle in idea expressions, but their accumulation has a great effect.

Body language is not anything abstract, but something we are all familiar with. Nodding heads when the patient is telling you how they suffered, using gestures when explaining the exercise involved, and even clapping hands when patients accomplish a task. All these tighten the bonds between physiotherapists and patients and allow patients to be more into the rehabilitation process. In addition, physiotherapists have to identify the fact that patients sometimes are not only physically harmed, but also mentally depressed due to their 'abnormalities'. They have the responsibility to encourage them by various means and help them redevelop their assurance.

Although we are used to body language, we still need to control the use of it to maximize the efficiency of communication and to reduce ambiguities. Every coin has two sides. While sharpening the use of body language can facilitate communication, misuse of it may let the patients misinterpret the meaning of physiotherapists.

Knowing the difficulties in achieving my goal, I think I have to work hard on the following aspects.

Verbally, I would surely broaden my scope of vocabulary. Language is significant in expressing ideas. Knowing how to deliver ideas in various ways allows me to communicate with patients from different walks of life accurately. This can be achieved by reading more newspapers and books. I am certain that after prolonged exposure to a language, my language proficiency can be greatly improved.

Non-verbally, I need to improve my eye contact when interacting with other people. Patients never want to be treated by a physiotherapist who only looks at a computer or notes. As mentioned, it makes them feel less secure and cannot truly trust their physiotherapist. Even in a group discussion or individual presentation, I need to reduce my reliance on notes and try to face the audience more. Confidence is the key to accomplishing this difficult task in order to ensure my survival in this professional field.

In conclusion, I have to do much more than the academic aspect to pave my road to this field. Honing diverse communication skills is surely one of them. Although entering this field is not an easy task, I still hope that I can try my best to reach my goal eventually by making extra effort. 'Rome is not built in one day.' With my continuous dedication, I am sure I can overcome those obstacles and achieve success!

Yours sincerely,

Mak Ho Ting

Mak Ho Ting

Best essay (Second Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5E Chau Hiu Yu

Topic 1

You have recently been involved in a career project called ‘Career Oscars’ and you wish to share your experience with your fellow schoolmates.

- Write an article for the school magazine.
- Introduce the theme of your presentation and the ways to collect information for it.
- Write about how much you think you possess those verbal and non-verbal skills you have researched on. Illustrate with anecdotes from your past life experiences.
- Give your article a title.

What gets you closer to your dream career is a project

As a tradition in TST, every Form 5 student has to be involved in a career project called ‘Career Oscars’. ‘Career’ sounds far away from you now, yet this project can draw us closer to our desired careers by letting us find out several skills that a career requires. It was an amusing and meaningful project, and I would like to share my experiences with every TSTer.

The theme of my presentation is about both the verbal and non-verbal skills doctors must acquire. Starting something out of thin air is really hard. When I typed ‘doctors’ and searched on Google, hundreds of thousands of articles and reports just popped up. I was literally dizzy when I swam in the sea of information. At last, I decided to read the articles and reports from organisations which seemed more authoritative. For example, I found quite a number of reports published by the US National Library of Medicine, where you can also learn about the writers’ backgrounds. The articles were written by on-the-job physicians and therefore the suggested skills would be more practical in reality. I would recommend you not use blogs or journals as your bibliographies since they are more like personal feelings or expectations towards doctors. Thus, they are not authentic enough for a career project.

Collecting information from different perspectives is crucial. I kept searching for doctors’ opinions on how to communicate efficiently and politely at first and discovered that the main ideas of different articles were more or less the same. It is not enough for a project as it may not be objective. Therefore, I turned to searching for patients’ expectations of doctors. And guess what? I got a set of totally different opinions and I could compare them to decide on the three most important communication skills. When it is your time to do a career project, never forget the opinion of

different stakeholders in the chosen industry. It may enlighten you to discover other ways to present your theme.

As we only have a finite amount of time to present on the stage, I would like to share an anecdote from my past life experience regarding those verbal and non-verbal skills I have researched here. My group mates and I think that for doctors, they must respect others, listen attentively and show empathy while talking to patients. Last summer, I joined a programme held by the Chinese University and I had to go to several nursing homes to conduct a survey with the elderly. Some elderly people really liked chatting and they wanted to talk about things that were unrelated. However, the time of the outreach was very limited. Thus, every time I encountered such a situation, I would give some brief responses and go on with the survey. My mentor once complimented me on my handling of the situation since giving brief responses before going on with the work is a more polite and respectful way to change topics rather than interrupting someone in the middle of the conversation. Also, replying to the elderly succinctly could show that you are really paying attention and listening and make them feel respected.

While I think I could possess the former two skills quite well, I don't generally show great empathy to people or matters around me. For example, one of my friends failed her piano exam last month. She was crying when telling me that. I knew how sad she was but I could not think of words to soothe her. In my opinion, it was just a trivial matter and was not worth crying over. After my friend had got better, she joked about me being cold-blooded as I did nothing to comfort her. This made me realize that I should try harder to understand others' feelings if I want to be a doctor. A doctor is a caregiver and not a robot. We should give care to others by showing empathy and that could help settle patients' nerves and increase their satisfaction.

Being involved in such a project does not only mean you get one more assignment. It also helps you analyse the communication strategies a job asks for and whether your personality fits the requirements. We, as TSTers, should embrace this tradition and be grateful of the benefits it brings.

Best essay (Third Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5A Ng Oi Yau Jacklyn

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Ms Wong,

I am writing to report two important techniques researched for being a psychologist and discuss how difficult it may be for me to acquire them.

There are two important techniques for being a psychologist. In the first place, being more empathetic is one of the criteria. Not having enough confident to express their feelings, patients are sometimes not able to have a clear conversation with a psychologist. To comprehend their clients' feelings more accurately, summarizing skills are useful for psychologists at that time. Doing a recap from time to time during the communication can double confirm if you have interpreted your client's concerns accurately and show that you are concentrating in the conversation with him or her. Such acts can make the patient feel that you are listening to them carefully and you can understand their feelings, then they will think that you are an empathetic person and you really want to help to ameliorate their mental health problems. Being trustworthy in patients' eyes, psychologists will win their trust when their patients have greater confidence in them

Furthermore, psychologists should not talk to patients in a professional tone as the latter are more sensitive than normal people. They may think that you are an arrogant person and feel discontent with your attitude. By using fewer jargon terms, psychologists can reduce the sense of distance with the

patient, who can then understand the contents the psychologists are talking about more easily. Relaxation is important for patients when they have to talk about themselves, and thus when psychologists act in an unprofessional way, the patient will think that they are talking with a friend but not a professor or doctor, so they can be less nervous and feel more comfortable during the conversation.

Other than these verbal communication skills, non-verbal communication is also important and cannot be ignored. Patients are always emotional and cannot control themselves. They may cry or become down in the dumps suddenly. At that moment, you should not stop them immediately; on the other hand, let them cry for a while and give them a tissue. After that, try to alleviate the stress of your patients. Be more empathetic as the patient may not want to cry or feel sad, and psychologists should try to understand there is something the patient cannot control.

Problem-solving ability is another important criterion. Psychologists have to tackle many kinds of problems since different patients have different hard conditions. Some may have felt depressed, angry or anxious for a long time. Patients have difficulty in their daily lives which affect their mental health a lot. Psychologists have the responsibility to help patients deal with the problems.

Facing plenty of problems, psychologists must have enough intellect to solve difficult problems. Besides the problems patients face in their daily life, there may be some emergencies when communicating with the patient. Feeling stressed and overwhelmed with anxiety, patients are not able to have self-control. Patients are always down in the dumps and want to commit suicide, so psychologists have to alleviate their patients' stress with critical thinking skills. It is indispensable for psychologists to have a reasonable level of problem-solving ability.

These techniques are some wonderful characteristics, however it is difficult for me to acquire such techniques. There are two reasons why it is challenging for me. Firstly, I am not a very calm person and I am shy to talk with others. I will be very nervous and overwhelmed with fear when I see others cry pathetically as I do not know how to comfort them. Consoling upset people is difficult for me. In addition, I will be shy if I have to talk to someone who I do not know very well.

Secondly, I lack problem-solving skills because I cannot give a quick response when meeting some emergency situations. If the condition is very urgent like the patient has suicidal behaviour, but no other people are there, I may cry with the patient and get extremely anxious. My cowardice may lead to very dangerous consequences. If I cannot stop the patient immediately, the consequences can be disastrous.

Although I do not have such suitable techniques to be a psychologist now, I can still try my best to strengthen myself. If I aspire to enter the psychologist field, there are two things I can do. In the first place, I can try to step out of my comfort zone to chat with somebody I do not know well. Interacting

with others can improve my social skills and I can gain more confidence to help others solve their problems as I get to understand more people's stories. I believe with more experiences to get along or interact with others, I can offer my professional help to others more effectively.

In the second place, I have to train myself and become braver to face problems no matter whether they are urgent or not. I should learn to calm down and handle the difficulties by myself but not depending on others. I should try not to escape when facing challenges.

This is the report of two important techniques researched for being a psychologist. Though it is very tough to survive in the psychologist field, I trust that the above information can help me to chase my dream and pursue my desired career.

Yours sincerely,

Chris Wong

Chris Wong

Best essay (Third Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

CLASS: F.5 B NO.: (31) NAME: Yeung Tsoi Yi

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Ms Young,

I am writing to tell you how much I have learnt from the recent project, Career Oscars, on the crucial techniques required by a journalist for the sake of effective verbal or non-verbal communication. I would like to share more about the important techniques in journalism, as well as the steps I would take to acquire these skills.

First and foremost, being empathetic is of a paramount importance in order to conduct an efficacious interview. There may be various types of people a journalist may have to conduct interviews with, for instance, tight-lipped people, jargon-spouting experts or even the underprivileged who are not accustomed to being interviewed or are suspicious of other people. As a journalist, the most significant role during an interview is to encourage the interviewees to open up and speak from their heart. Understanding their plights can help channel their raw emotions through. Some simple moves can help journalists attain this, such as putting pens down, looking into their eyes while they are speaking, and even talking a bit about yourself to reassure them. Even a cordial smile on the face can make them feel more assured. Not only can it make them feel more comfortable, it can also bridge the gap and build trust with them. In this way, it is easier to

get to the crux of the problem and let the subjects unveil the truth and their sincere thoughts. However, as a secondary school student, it is not a piece of cake to be empathetic. I am always in a different state from others and not mature enough to imagine theirs, making it not easy to put myself into others' shoes. Taking my parents as an example. I usually do not understand why they get mad at me for not doing housework but if I see things from their perspectives, I might understand their desire to see a responsible daughter. Therefore, I need from learn to others in order to acquire the skill of empathy and put it into practice in journalism.

Apart from being empathetic, being coherent is another essential skill of a journalist. As everybody knows, writing is an indispensable part of the job of journalists. How to convey the messages concisely and assertively is the thing that matters most. Journalism is not only about what is said, but also how it is said. Being able to express ideas in a coherent manner and with logical connections can allow readers to see the true value of the passage more easily. In order to do so, journalists should report facts rather than telling stories. Adjectives should not be used too frequently and the words used should be more precise. It may sound difficult for me to acquire these writing skills for a journalist because I do not know a lot about news writing. Besides, I have to restrict myself from being too compassionate about the experiences of the people in the news. Instead, there is a need for me to learn to put things into perspectives and comprehend others' experiences and feelings.

In order to achieve the skill of empathy, there are means to learning to understand others in our daily lives. Undoubtedly, the best way to develop empathy is through active listening. Not only does it mean listening to the words spoken, it also requires concentration and attention to the message and how it is expressed. For example, the speaker may speed up his or her pace, indicating they might be nervous or anxious about the topic discussed. The voice, volume, body language and which words are being stressed also imply some important messages as the truths may not always be spoken but hidden in the way the words are expressed. By using active listening in daily lives, I can learn to understand my friends' or parents' feelings by putting myself in their shoes and observing details in the conversation. Whenever my friends are depressed or my parents tell me off, I hope I can genuinely understand the true message behind their words as an empathetic journalist.

With a view to achieving coherence in writing, I would like to propose a table with the outline of every article I am going to write beforehand. In the process of writing, there might be an avalanche of ideas coming to my mind. Therefore, it is essential to have a good plan whenever I am writing a passage. After finishing a paragraph, I would go back to the plan to ensure I do not get sidetracked. As the saying goes, "Practice makes perfect," so repeated practice is also of paramount importance in order to brush up my writing skills and to keep the passage coherent.

To conclude, be it a normal interview or an article, empathy and a coherent mind are indispensable skills for a good journalist. However, there might be obstacles. By active listening and drafting a writing plan, I hope I can attain the skills and apply them if I enter the field of journalism one day.

Yours sincerely,

Chris Wong

Chris Wong

Best essay (Third Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

CLASS: F.5C NO.: (21) NAME: She Ha Long

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr. Smith,

Recently, I have done some research on the techniques or criteria for effective verbal or non-verbal communication involved in the career as an occupational therapist in order to prepare for Career Oscars. By reading various articles on the Internet, I have accessed some really vital information and pragmatic suggestions on how to acquire the required skills or criteria. Therefore, I am writing to summarize what I have learnt, including ways to hone the necessary communication skills.

To commence with, empathy is definitely one of the crucial criteria for effective communication in the field of occupational therapists. If occupational therapists can build a close rapport with clients through relaxing talks, the patients will be more willing to cooperate. There is no doubt that when patients seek treatment, they are in pain. Being empathetic is the key to breaking communication barriers as it can allow therapists to understand the discomfort that patients are encountering. After all, the psychological conditions of the patients also play a pivotal role in the

treatment process, because it is their choice whether they will stick to the treatment plan. In fact, some serious injuries can cause such unbearable pain that patients may be disturbed all the time. As a result, some of them will be frustrated or impatient. It is the therapists' job to support them with heartwarming words while reassuring them that they can recover in no time. Only when the therapists are able to put themselves in the patients' shoes can they cheer them up in a sincere way.
However, it is not easy, if not challenging, to understand misery that we ourselves are not experiencing. It will be even more difficult if I have never suffered from those injuries or diseases. Besides, the ability to endure pain varies among different people. I may not realize that such minor injuries can already be a big concern for some people even though I can bear them.
Apart from empathy, listening skills are also considered indispensable techniques that occupational therapists must be equipped with. With a view to having accurate diagnosis, therapists have to ask the clients to talk about their daily routine and work. Not only can they find out more about the details of the injuries of the clients, but they can also think of the best treatment plan through verbal communication. Without proper listening skills, occupational therapists will not be capable of understanding the messages conveyed by patients. As a consequence, the treatment process will be a tall order as the root of the problem is not addressed. Listening to ordinary patients is a demanding task, not to mention the ones with communication barriers such as children with autism or the elderly. Communication is a two-way street matters to occupational therapists because the viewpoints of the patients should also be heard and appreciated. In addition, this can strengthen the bonds between the clients and the therapists as mutual respect is needed. In short, therapists should sharpen their listening skills for the sake of the patients' health.
Although listening skills are practical in daily life, there are quite a number of obstacles when acquiring them. I have been weak at listening tasks since junior forms, especially when they are in English. Sometimes, I can hear several sentences clearly, but I have trouble figuring out the key points. In oral exams, I find listening to opinions delivered by other candidates challenging when they are speaking at a faster pace or in other accents. It is definitely impossible for me to improve my listening skills in a short time.

In a bid to ensure my survival when I become an occupational therapist, I will take the following steps to acquire empathy and listening skills.
First of all, I will enroll in more voluntary work which can directly help the needy. Being a volunteer can allow me to gain first-hand experience of how to communicate with a wide variety of people. As the saying goes, practice makes perfect. I will surely manage to train up my listening skills when I get a chance to have more conversations and listen to different ways of speaking. Even though I may be faced with some difficulties, I can always seek advice from experienced volunteers.
Furthermore, when I go to help the needy in person, I will gain more hands-on experience. Seeing is believing. This will also boost my empathy. For instance, my classmates and I once participated in a voluntary activity which required us to deliver warm food to street sleepers. Before that day, I had no idea what it was like to sleep outside without a cozy home. Only then did I realize how lucky I am and how miserable it is to be homeless. I have learnt to be empathetic and tried my best to understand them during the event. It has also strengthened my determination to be more considerate afterwards.
Secondly, I will have my listening skills honed by watching more English videos on the Internet. At the beginning, I will watch news reports without subtitles so that I can get used to listening to fluent English followed by clips made by netizens with different accents. Practising listening in a foreign language, I can enhance my concentration more effectively. After that, I will start watching other clips or even documentaries related to occupational therapy. Not only will I know more about this job, but I will also notice some skills needed when treating patients that require special care.
In conclusion, there is still a long way to go until I can acquire the two techniques that are essential for a professional occupational therapist. Despite the fact that I am not good at communicating with others now, I believe that I can pursue my goal with my resilience and hard work. 'Start small and think big' is my motto. I will adhere to the steps I have mentioned above and never give up.

Best essay (Third Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5D 22 Chan Tsz Hei

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr Wong,

I am writing to inform you of what I have acquired from Career Oscars, as well as how my career and life planning awareness has raised.

Career Oscars is an invaluable opportunity for me to gain an insight into the medical field. During the preparation for the project, I have investigated the techniques and criteria for effective verbal or non-verbal communication pertaining to a doctor. It is paramount for medical professionals to listen actively to patients, avoid technical jargons, and address patients' emotions.

First, active listening is of utmost importance as a doctor. This conveys respect for the patients, builds trust, and nurtures a bidirectional relationship, which benefits both parties the most. Hearing the voices of the patients can build rapport so as to encourage patients to be relaxed. There is a 'golden minute' at the start of a consultation when patients are allowed to speak without being interrupted when medical practitioners may pick up pertinent information and provide a desirable and effective treatment plan. Nevertheless, it may be challenging to master this skill as human beings tend to hear what is being said rather than comprehend the words and reflect on the intentions, resulting in ineffectual communication.

Besides, in a bid to ensure patients fully understand their health condition and treatment, clinicians should avoid using technical jargon during consultations. It is essential for medical practitioners to express complex and conceptual ideas in a clear and manageable way, or the patients may misunderstand the diagnosis and thus fail to receive the care they need at the right time. Using plain language is also less time-consuming since it saves time from further explanation. Ditching medical acronyms is a must but many struggle to do so. As the health literacy level of patients varies, physicians have to launch into a discussion that is neither too difficult nor too easy for the patients to process.

Furthermore, there is no doubt that physicians should address patients' emotions during consultation. Empathy plays an indispensable role in healthcare. Not only can a heartwarming clinician connect with the patient's emotions, but also it can enable the patients to open up about their worries so these can be addressed. Research has shown that the more empathetic the doctor is, the faster the patient is able to accept reality, leading to a rapid recovery. Still, it is difficult to demonstrate empathy in the medical field due to the hectic schedule as a medical practitioner. Time for consultation is limited, so more time is allocated for diagnosis instead of building connections.

As a secondary school student who aspires to be a physician, I will do my utmost to hone these skills.

Concretely speaking, I will engage in more voluntary work to create bonds with the needy. When they share their feelings and talk about their personal experiences, I will listen attentively and give positive feedback to them. By summarizing what they say, I could test my understanding about their stories. Guiding the conversation also allows me to practise active listening. As the saying goes, 'put yourself in the others' shoes.' At the time I achieve this, I will be able to investigate from different perspectives and understand the others' feelings and issues. Moreover, I will read literatures that explores personal relationships and emotions, like *The Little Women*, as evidence has shown that this improves empathy in young doctors.

I hope I can master these verbal and non-verbal skills to be a good doctor who can empathize with my patients.

Yours sincerely,

hedy chan

Hedy Chan

(By Chan Tsz Hei 5D22)

Best essay (Third Prize)

F.5 English Language ---Paper 2

2019-20 Career Oscar Follow-up Writing Task (Long Task)

5E Mo Cheuk Yu Siby

Topic 2

To prepare for Career Oscars, you did some research on the techniques or criteria for effective verbal or non-verbal communication pertaining to a specific career field. Your Career and Life Planning (CLP) teacher would like to know how the project has increased your career and life planning awareness.

- Write a letter to the CLP teacher.
- Report two to three techniques or criteria researched for the chosen career. Give reasons for their importance and discuss how difficult it may be for you to acquire them.
- Suggest what steps you would take to acquire those verbal and non-verbal skills to ensure your survival if you aspire to enter that career field.

Write this essay as a part of your preparation of your JUPAS application next year.

Dear Mr. Ng,

I am writing to tell you how the Career Oscar's project has increased my career and life planning awareness. Our group has chosen being a pilot as our career field. Below, I am going to introduce three techniques for effective verbal communication for pilots. Then, I will explain how important they are and how difficult it may be for me to acquire them. Lastly, I am going to suggest what steps I should take to acquire those skills to ensure my survival if I aspire to be a pilot.

Firstly, I am going to talk about the most important skill for being a pilot - English ability. In aviation, not all verbal communication occurs face-to-face. Indeed, a lot of verbal communication occurs remotely through radio systems. In reality, a lot of people speak English with their local accents. If a pilot is not sensitive to different English accents, he/she will find it difficult to understand what others are saying. The risk presented by ineffective verbal communication is relatively high. Consequences can be severe, and the frequency with which communication errors are referenced as causal factors in accidents, incidents and occurrences is substantial. When air-ground verbal communications go wrong, the consequences can be serious, for example, loss of separation, altitude deviation, or runway incursion. Having good English ability can minimize misunderstanding between pilots and flight controllers; and hence, minimize the chance of having any catastrophe and ensure every life on the plane is safe. The difficulty for me to

acquire this technique is that English communication skills cannot be strengthened easily only by studying or reading books. It requires more chances for speaking and listening in order to strengthen communication skills. Unfortunately, I do not have many opportunities to chat with others in English. So this makes it difficult to acquire this skill. In order to improve my listening, I will start to access more English learning resources for example, online videos, news reports. Moreover, I will try to get more opportunities to chat with native English speakers to boost my English speaking skills.

The second important characteristic for effective verbal communication of being a pilot is to have a prudent and composed attitude. The importance of having this attitude is that your attitude controls your emotions; and your emotions will affect your judgment and communication with others. To avoid accidents, communication between pilots and air traffic controllers is crucially important. Try to think if an accident suddenly happened and the pilot was not calm enough, he/she might not be able to communicate with others. The consequence of it is certainly unimaginable. It is more effective to convey a clear and accurate message if the pilot has a positive attitude. Pilots can regulate their emotions, control the aircraft properly and pacify the panic among passengers, even in case of an aviation accident or incident. It could be difficult for me to develop composure because it has to be acquired through experience. It is hard to be composed under pressure. Although there is difficulty in acquiring it, I will try to stay composed in any situation. No matter what happens, just take a deep breath and complete tasks assigned calmly.

Last but not least, the third important quality for effective verbal communication is a sense of responsibility. It is important for a pilot because by talking more to your partner, misunderstanding and overlapping of work can be reduced, which speeds up the whole process. A more detailed command allows a pilot to get information and ease others' workload. For example, when you are in a conversation somebody, try to tell them what you need instead of requiring others to guess what you need. Usually, pilots have to operate long distance flights and they have to take turns to control the jet. Even when your partner is capable of managing the plane himself/ herself after your shift, in order to ensure everything runs smoothly, it will be better and easier to give him/her some information. The difficulty for me to acquire this technique is that sometimes it is not obvious when I am shirking my responsibilities. In order to be a more responsible person, I will stop making excuses for myself. When I make a mistake, I will own up to it. I will think clearly about what I can and cannot do, so as to avoid having to make excuses for myself.

That is all I want to share with you based on the Career Oscars project. I really hope that one day my dream can come true and I can become a pilot.

Yours sincerely,
Siby Mo