



香港恒生大學
THE HANG SENG UNIVERSITY
OF HONG KONG



學生事務處



寬滙@恒大大
Enrichment@HSUHK

Group Study



What is Group Project Learning



Group project learning is a creative and practical teaching theory and strategic approach system widely used in many countries in the world.

Group discussion can gather the experience, strength, and wisdom of everyone in the group to promote thinking, enhance the exchange and communication of ideas, and propose action plans. Successful group discussions depend on the active participation, involvement, and cooperation of group members. Group study also complements the limited teaching hours in the studying process and is one of the learning requirements of many universities.

During the process, students from the same school (subject) need to form their own groups to discuss on the specific topic they selected, and make division of labour for collect data, research on books or articles, interview people (if needed), consolidate their findings, and present their reports in the class...etc.

In order for achieving a good learning effectiveness, it is necessary to reasonably coordinate the group members, construct a tangible cooperation plan, and select appropriate means and methods to facilitate the exchange and learning.

Study groups are proved to be highly effective and beneficial. However, they do take time to perfect and must be carefully created and executed.

Principle of forming a Study Group

A study group should be a carefully selected group with one goal in mind – academic success.

A study group isn't a tutoring session, everyone must contribute. The group needs to be made up of like-minded people who are all prepared to contribute to the session and can commit to regular sessions.

Group Makeup

According to most group work theories, the most ideal number of study group participants is between four and eight. Recruit and select group members based on different strengths.

P.S. Depending on what you are studying (or what you are studying for), your study group may only be short term commitment.

In order to have the most productive time, certain positions must be developed. A leader should be chosen, who's responsibility will be to clarify the goal of the study group meeting and ensure that the time together stays on track.

Set Clear Expectations and Guidelines

Each member should be reliable, focused during the session, bring any prepared work, or notes as agreed, and contribute in a valuable way.

Meeting Venue

It is best to study with a group in an environment that has minimal distractions.

Meeting schedule

Arrange for the group to meet at the same time and place regularly. Regular routine can create positive behaviours and habits. Every meeting should also have a meeting schedule for managing the time and work progress. Although it may not be necessary for having a minutes after each meeting, a post-meeting note summarizing the key points of discussion and follow up actions is highly recommended.

Division of Labour

It may be beneficial to delegate topics to each member for them to prepare and learn in detail. They will then teach this content to the rest of the group. This method allows each member to only focus on one topic and become a Master of it.



How to Lead a Group Discussion

The leader should keep time control and guide the direction of the discussion.

- Initiate the full participation
- Involve all participants
- Keep the focus of the discussion
- Reinforce constructive speech
- Maintain a relaxed and relaxed discussion atmosphere
- Summarize key points and clarify confusing remarks



Appointment can be made / requested in various ways, you may

- Call us at 39635174 /39635593
- Come to us at M612 Main Building HSUHK Campus
- Send us an online request form: <https://forms.office.com/r/5JQvWikWtr>

(Your request will be confirmed from our counselor via phone or email within the next 3 working day)

QR Code:





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小組研習

人關係
際篇



甚麼是小組合作學習？



小組合作學習是目前世界上許多國家都普遍採用的一種富有創意和實效的教學理論和策略體系。小組討論可以集合組內各人的體驗、力量和智慧，從而推動思考，促進思想的溝通，並提出行動的方案。成功的小組討論有賴組員積極的參與和互相合作。小組學習在大學生的學習歷程中亦可補足教學時間的有限，而且亦是其中一種學習的要求。

過程中，相同學系(科)的同學需要(或可以)自行組合，就特定的題目，作出討論、資料搜集、進行研究、分工書寫及製作簡報、堂上匯報…等。要達到良好的學習效果需要合理地組織成員和制訂適當的合作方法促進交流學習。

要有效成立研習小組，可參考以下原則：

1. **合理組合小組成員**。組合需要平衡每組的人數之餘，組內最好能有較為活躍，善於關心、鼓勵他人的同學，這樣有利於小組學習中調劑學習氣氛，增強合作意識。
2. **定立適當的交流規則**。交流是在合作學習中的重要表現形式，通過交流可以展現自我、擴闊眼界、探索真理。交流由於具有平等性、無拘無束和非強制性，能更好地促進小組成員的主動性、創造性。
3. **小組合作必須以自主學習為前提**，避免從眾心理。除按個人喜好選擇題目外，在合作之前對問題進行充份的的思考，建立個人的獨立見解，並樂於在小組內分享，同時亦要虛心聆聽其他組員的意見，再進行反覆討論。
4. **組內要有明確的分工**。合作學習是一種集體行為，需要有足夠的團隊意識，每個成員在小組中都要承擔特定的職責。為了培養多方面的能力，作為小組成員應嘗試不同崗位分工。
5. **建立激勵性的評價機制**，培養小組成員的合作精神，達到共同提升的目的。成績較好的同學主動協助其他組員補缺補漏，可以使全體成員有效地提高對課堂知識的理解與掌握。



怎樣領導小組討論？

領導者需要負責控制時間、討論的速度及方向。作為領導者應該：

- 激發各組員的充份參與，如組員表現沉靜時，可鼓勵他們積極發言。
- 避免討論內容離題。
- 防止冗長的發言，使各小組成員有同等發言機會。
- 加強建設性的言論。
- 保持輕鬆及緩和的討論氣氛。
- 歸納論點及澄清混淆的言論。



聯絡我們 查詢及預約

辦公室：M612

聯絡電話：39635174 / 39635593

辦公時間：星期一至五上午9:00至下午6:00

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 - 費用全免，歡迎查詢及預約



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