

Resume

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I. Academic and Professional Qualifications

<u>Year</u>	<u>Schools/Institutions</u>	<u>Qualifications Obtained</u>
2023 (July to Oct)	University of California Berkeley, Tsz Shan Institute, Tsz Shan Monastery	Certificate in Positive Psychology & Evidence-Based Transformational Practice
2022 - 2024	University of Manchester, UK	MA in Educational Leadership in Practice
2022 (Jan-Mar)	Yew Chung College of Early Childhood Education	Certificate in Child Caregiving
2002 (Oct) - 2008 (Mar)	University of Essex, UK	PhD in Language and Linguistics (Supervisors: Professor Roger Hawkins and Professor Vivian Cook)
1999-2001	The Chinese University of H.K.	PgD in Education (English) with Distinction
1995-1998 (Mar)	The Chinese University of H.K.	MPhil in English (General/Applied Linguistics)
1992-1995	The Chinese University of H.K.	BA (Hons) in English and Translation

II. Academic and Professional Experience

1. Teaching experience

January 2021	Hong Kong Baptist University	Senior Lecturer (Full-time) Teaching ESP/EAP courses at the Language Centre (English Division) for students from different faculties, and MA course <i>Grammar of Modern</i>
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English (ENGL7640), and offering workshops and one-to-one consultancy service to help students write/speak effectively and do final-year projects. My other administrative roles include Associate Head (Scholarship and Development); Chair of the Curriculum Management and Development Committee (CMDC), Course Coordinator of University English II (UEII), Chair of Teaching and Learning Research Team and Head of the Outreach and Development Section.

2014 - 2020

The Hong Kong Polytechnic University

Research Assistant Professor (Full-time)

Taught subjects of both undergraduate and postgraduate programmes in the Department of English, supervised both undergraduate and postgraduate students in writing dissertations, developed curriculum/teaching materials, conducted research and assisted in the administration of the department. My administrative roles included Subject Leader, Subject Examiner, Library Liaison Officer, and Member of a task force to develop a minor English programme

2006 - 2014	The Hong Kong Polytechnic University	<p>Lecturer (Full-time) Taught subjects of both undergraduate and postgraduate programmes, supervised both undergraduate and postgraduate students in writing dissertations, developed curriculum/teaching materials, conducted research and assisted in the administration of the department. My administrative roles included Timetabling Officer, Subject Leader, Departmental Admission Officer, Subject Examiner and Library Liaison Officer.</p>
2001-2006	The Hong Kong Polytechnic University	<p>Instructor (Full-time) Taught subjects of undergraduate programmes, supervised undergraduate students in writing dissertations, developed curriculum/teaching materials, and assisted in the administration of the department. My administrative roles included Subject Leader and Library Liaison Officer.</p>
December 2006	MBA Centre, Shanghai University	<p>Guest Lecturer Taught the course <i>English for Business Writing</i> for MBA students. It was a 2-day intensive course lasting for 18 hours. I was nominated by the Department Head for</p>

the position.

October 2002- December 2002	Hong Kong Baptist University School of Continuing Education	Part-time Lecturer Taught the course <i>Language Teaching</i> (CEED 2060) 語文教學 which was about theories of second language learning/acquisition for English teachers of primary schools in Hong Kong.
September 2001- 2002	Hong Kong Institute of Vocational Education (IVE)	Part-time Lecturer Taught <i>English and Communication Studies</i> for students in the Business Administration (BA) Department.
April 2001- 2002	The Open University of Hong Kong	Part-time Tutor Taught <i>University English Writing Skills</i> twice for adult students of the School of Arts and Social Science.
October 1999- August 2000	The Open University of Hong Kong	Part-Time Tutor Taught <i>Introduction to Semantics and Pragmatics</i> for adult students of the School of Arts and Social Science.
September 1999- August 2001	Ju Ching Chu Secondary School (Yuen Long)	English Teacher (Full-time) Taught <i>Use of English</i> for Form 6/7 students and <i>General English</i> for Form 3 students. In the summer of 2000/2001, I brought a group of students (F.2-F.4) to the States to learn English for about 2 months.

The study tour was co-organized with English Foundation (EF).

July 1999- August 1999	Islamic Kasim Tuet Memorial College	English Tutor Taught English for Form 1 students for the <i>School-based Form One Enhanced English Programme</i> .
November 1998- June 1999	Yan Chai Hospital Tung Chi Ying Memorial Secondary School	English Teacher for S1 English tutorial classes A sum of money was granted by the Education Department for conducting English tutorial classes for Form 1 students on Saturday in an effort to enhance students' competence in four skills of English, including reading, writing, speaking and listening.
September 1998- August 1999	Po Leung Kuk Vicwood K.T.Chong Sixth Form College	Part-time Evening English Teacher Taught <i>ASL Use of English</i> for students of Forms 6/7.
September 1998- August 1999	Yan Chai Hospital Tung Chi Ying Memorial Secondary School	English Teacher (Full-time) Taught English for junior form students
November 1997- 1999	The Hong Kong Baptist University School of Continuing Education	Part-time Instructor Taught the English courses <i>Form 4 Level English</i> (Nov 1997 to Jan 1998, Feb to May 1998; 3 hours per week) and <i>Pronunciation of English</i> for adult students (July 8 to Oct

1998, Nov 4 1997 to 24 Feb
1998, 3 Mar 1999 to June
1999, July 1999 to Oct 1999; 2
hours per week).

September 1997- Shatin Lutheran Evening School **Part-time Evening English**
April 1998 **Teacher**
Taught *HKCEE English Language (Syllabus B)* for
Form 5 repeaters.

September 1996- The Chinese University of **Graduate Teaching Assistant**
July 1997 Hong Kong
Taught *Grammatical Structure of English (Syntax)*
and *Language, Culture and Society (Sociolinguistics)* for
the undergraduates of the
English Department and helped
professors with their research
work.

2. Other Work Experience

July 2020 Hong Kong Examinations and **Marker**
Assessment Authority
Marked recruitment written
examination papers
for the Home Affairs
Department for the position of
Liaison Officer II.

November 2017 Hong Kong Examinations and **Marker**
Assessment Authority
Marked recruitment
examination papers for
Judiciary Clerk, The Judiciary.

2002 - now Hong Kong Examinations & **LPATE Oral Assessor,**
Assessment Authority **Centre Supervisor &**
Assistant Examiner
Being Oral Assessor for the

		Language Proficiency Assessment for Teachers (LPATE), Centre Supervisor and Assistant Examiner of the writing paper.
2002 - 2020	The Hong Kong Polytechnic University	Editor/Proofreader Edited journal papers, GRF proposals, conference abstracts, posters, etc. for colleagues from different departments (e.g. ITC, LMS, School of Design, RJTA journal), and MA/PhD dissertations for postgraduate students.
19 March 1998- 14 October 1998	Academic Secretariat (AS), The Hong Kong Polytechnic University	Executive Officer II (Full-time) Worked on admission matters relating to postgraduates and JASPICS, and organized school talks and course promotion activities.
July 1997- March 1998	The Hong Kong Housing Authority, HKSAR	Translation Officer (Full-time) Translated different genres of writing from Chinese to English and vice versa (e.g. business correspondence, warning letters and speeches).
June 1996- October 1996	The Education Department	Script Writer Compiled English learning materials for Chinese immigrants of primary 1-3. This was a self-learning package launched by The Education Department which

		aimed at improving the English standard of Chinese immigrants so that they could cope with the English syllabus in H.K. The final product was a set of self-access videos for students.
April 1996- June 1996	The Examination Authority	Marker Marked examination papers of HKAL Use of English and HKCEE English.
June 1995- August 1995	Direct Mail Advertising Co.	Translator (Full-time) Translated and edited scientific texts for an industrial magazine published in China.
1995	Curriculum Development Institute (CDI), The Education Department	Freelance Translator Translated books on teaching, assessment and education. I finished three books which included (a) <i>Assessing Students' Outcome</i> , (b) <i>Multiple Intelligences</i> and (c) <i>Cooperative Learning in the Classroom</i> . The books were translated for local English teachers in Hong Kong.
1995	Department of Health Sciences, The Hong Kong Polytechnic University	Freelance Translator Translated interview tapes from Chinese to English and vice versa. The interview tapes were about the facilities of elderly centres in Hong Kong.

- 1994 Department of Nursing, The Chinese University of Hong Kong **Freelance Translator**
Translated interview tapes from Chinese to English. The interview tapes were about the facilities of nursery centres in Hong Kong.

IV. Scholarly/Creative/Professional Work

Journal publications

- 2023 Benati, A, & Chan, M. (2023). Motivational factors and structured input effects on the acquisition of English causative passive forms. *Ampersand*, 10(2023), 100111. <https://doi.org/10.1016/j.amper.2023.100111>
- 2019 Chan, M. (2019). The role of classroom input: Processing instruction, traditional instruction, and implicit instruction in the acquisition of the English simple past by Cantonese ESL learners in Hong Kong. *System*, 80, 246-256. <https://doi.org/10.1016/j.system.2018.12.003>
- 2018 Chan, M. (2018). Processing instruction in helping map forms and meaning in second language acquisition of the English simple past. *Journal of Educational Research*, 111(6), 720-732. <https://doi.org/10.1080/00220671.2017.1411879>
- 2016 Chan, M. (2016). Teachers' cognition about teaching and learning of simple past tense: Can processing instruction help? *Open Journal of Modern Linguistics*, 6(4), 329-371. <https://doi.org/10.4236/ojml.2016.64033>
- 2015 Chan, M. (2015). Language learner autonomy and learning contract: A case study of language majors of a university in Hong Kong. *Open Journal of Modern Linguistics*, 5, 147-180. <https://doi.org/10.4236/ojml.2015.52013>
- 2014 Chan, M. (2014). Communicative needs in the workplace and curriculum development of business English courses. *Business and Professional Communication Quarterly*, 77(4), 376-408. <https://doi.org/10.1177/2329490614545987>

Books

- 2024 Chan, M. (forthcoming in 2024). *Teaching business English*. Routledge.
- 2023 Chan, M. (Ed.). (2023). *Perspectives on teaching workplace English in the 21st century*. Routledge.

- 2022 Chan, M., & Benati, A. (Eds.). (2022). *Challenges encountered by Chinese ESL learners in L2 acquisition: Problems and solutions from complementary perspectives*. Springer.
- 2020 Chan, M. (2020). *English for business communication*. Routledge.
- 2015 Chan, M. (2015). 《職場英語 2: 知錯能改》 [Common errors in workplace English]. World Publishing.
- 2014 Chan, M. (2014). *Acquisition of 'be' by Cantonese ESL learners in Hong Kong and its pedagogical implications*. Peter Lang.
- 2014 Cheng, W., Chan, M., Chiu, H., Kwok, A., Lam, K. H., Lam, K. M. K., Lim, G., & Wright, R. (2014). *Enhancing students' professional competence and generic qualities through writing in English across the curriculum*. The Hong Kong Polytechnic University.
- 2013 Chan, M. (2013). 《職場英語》 [Workplace English]. World Publishing.
- 2009 Chan, M. (2009). 《職時上位: 名人英語全面睇》 [Master your English in the workplace]. World Publishing.

Book chapters

- 2023 Chan, M. (2023). Genre analysis of persuasive texts: Sales correspondence, invitations and charity appeals, and pedagogical implication. In M. Chan (Ed.), *Perspectives of teaching workplace English in the 21st century*. Routledge.
- 2023 Chan, M. (2023). Communicative needs of Chinese professionals in Hong Kong and pedagogical implications. In M. Chan (Ed.), *Perspectives of teaching workplace English in the 21st century*. Routledge.
- 2022 Chan, M. (2022). Cantonese English as a second language (ESL) learners' and local English teachers' perceived difficulties of English article use and pedagogical implications. In M. Chan & A. Benati (Eds.), *Challenges encountered by Chinese ESL learners in L2 acquisition: Problems and solutions from complementary perspectives*. Springer.

Scholarly publications

- 2023 Chan, M. (2023). Bridging the gap between pedagogy and workplace needs. *STiLE - Scholarship of Teaching in Language Education*, 1(1). <https://doi.org/10.59936/stile.v1i1.123>

Book review

- 2011 Chan, M. (2011). [Review of the book *Communicating internationally in English*, by B. Dignen & I. McMaster] *ELT Journal*, 66(2), 271-273. <https://doi.org/10.1093/elt/ccs012>

Dissertations

- 2008 Chan, M. (2008). *Acquisition of be by Cantonese ESL learners in Hong Kong and its pedagogical implications* [Unpublished PhD dissertation]. University of Essex.
- 1997 Chan, M. (1997). *Acquisition of middles and unaccusative verbs by Cantonese ESL learners in Hong Kong* [Unpublished MPhil dissertation]. The Chinese University of Hong Kong.

V. Scholarly/Creative/Artistic/Professional Activities

1. Research grants (Externally-funded)

- 2021 Scholarship Platform for Teaching and Learning in a Virtual Age (\$1,700,000: Special Grant for Strategic Development of Virtual Teaching and Learning) (Co-PI)
- 2018 Communicative needs of Chinese professionals in Hong Kong (\$882,286.9: Standing Committee on Language Education and Research (SCOLAR) (PI)
- 2013 The role of pedagogical intervention: Acquisition of tense by Cantonese ESL learners in Hong Kong (\$677,300: University Grants Committee [UGC], a General Research Fund [GRF] project) (PI)
- 2011 Enhancing students' professional competence and generic qualities through reading, discussing and writing in English across the curriculum (\$940,000: Learning and Teaching Development Grants of the Hong Kong Special Administration Region) (CI)

Total External Research Grants secured as PI: HK\$3,259,586.9 (over 3 million)

2. Research grants (Internally-funded)

- 2017 Articles in Cantonese/English interlanguage (a GRF proposal, obtained a rating of 3.5 (i.e. fundable but not funded) and internally funded \$105,000) (PI)
- 2016 Articles in Cantonese/English interlanguage (a 3.5 GRF proposal internally funded: \$105,000) (PI)
- 2016 Reflective writing as an active learning tool: A case study of year 1

- English major students of a university in Hong Kong (\$49,087.5: Dean's Reserve) (PI)
- 2015 Exploring structural moves and lexico-grammatical patterns of workplace texts: A corpus approach (\$100,000: Dean's Reserve) (PI)
- 2013 L2 acquisition of tense and aspect by Cantonese and Mandarin ESL learners of different proficiency levels (\$80,000: PolyU-Tsinghua U Centre for Language Sciences) (PI)
- 2012 Grammar stories: Maximizing students' learning outcomes in grammar courses (\$80,000: Dean's Reserve) (PI)
- 2011 A diachronic analysis of temporal and modal constructions in Indo-European and Asian languages, with implications for L2 acquisition (\$80,000: Departmental Research Grant (DRG)) (CI)
- 2011 From empirical findings to pedagogical implications: Diachronic perspectives to grammar stories (\$80,000: Departmental Learning and Teaching Committee (DLTC)) (PI)
- 2010 Doctor-patient communication in Hong Kong: Alignment, issues and implications (\$83,000: Internal Competitive Research Grant) (PI)
- 2010 Dialogue with the workplace: Optimizing students' learning outcomes in business English courses (\$80,000: Learning and Teaching Committee (LTC) small-scale projects) (PI)
- 2010 What learning contract reveals about Cantonese ESL learners' attitude towards English language learning and the pedagogical implications (\$80,000: DLTC funding) (PI)
- 2010 Processing instruction and acquisition of tense by Cantonese ESL learners in Hong Kong (\$105,000: a 3.5 GRF proposal internally funded) (PI)
- 2007 Tertiary students' perceptions on the importance and use of teacher feedback in Hong Kong (\$80,000: DLTC funding) (PI)

Total Internal Research Grants secured as PI: HK\$1,027,087.5 (over 1 million)

Total Research Grants secured as PI (both external and internal):

HK\$4,286,674.4 (over 4.2 million)

Total Research Grants secured as PI and CI (both external and internal):

\$5,306,674.4 (over 5.3 million)

3. Conference Presentations (since 2007)

- 2023 Chan, M., & Wang, S. (2023, Nov). *Harnessing customized ChatGPT for enhanced language learning* [Paper presentation]. 20th AsiaCALL International Conference, Vietnam.
- 2023 Chan, M. (2023, May). *Perspectives on teaching workplace English in the 21st century* [Paper presentation]. AHKLC Annual Symposium: The Launch of STiLE, Hong Kong.
- 2023 Chan, M. (2023, April). *Research into Second Language Acquisition: Dissemination of Results and Impact* [Paper presentation]. The 30th Korea TESOL International Conference, Seoul, South Korea.
- 2022 Chan, M. (2022, September). *Revamping a core academic literacy course for undergraduate students: Experience and implications* [Paper presentation]. The 30th MELTA International Conference (Online).
- 2022 Chan, M (2022, August). *Revamping a core academic literacy course for undergraduate students: Experience and implications* [Paper presentation]. MAAL APC 2022 Conference, Kuala Lumpur, Malaysia.
- 2021 Chan, M. (2021, February). *Communicative needs of Chinese professionals in nowadays local workplace in Hong Kong and pedagogical implications* [Paper presentation]. The 28th KOTESOL International Conference Re-envisioning ELT Altogether, All Together, Seoul, South Korea.
- 2021 Chan, M. (2021, January). *Spoken challenges faced By Chinese professionals communicating in the workplace* [Paper presentation]. The HKCPD Hub International Conference 2020 for University English Teachers, Hong Kong.
- 2020 Chan, M. (2020, November). *Genre analysis of persuasive texts: Sales correspondence, invitations and charity appeals, and pedagogical implications* [Paper presentation]. Asia TEFL Conference, 26-28 November 2020, Seoul, South Korea.
- 2020 Chan, M. (2020, October). *Genre analysis of persuasive texts: Sales correspondence, invitations and charity appeals, and pedagogical implications* [Paper presentation]. The 2020 TESPA International Conference on English for Specific Purposes, Taiwan.
- 2019 Chan, M. (2019, June). *Acquisition of functional categories by Chinese ESL learners* [Conference session]. TEFL International, Bangkok, Thailand.
- 2018 Chan, M. (2018, December). *Teacher perceptions of Cantonese learners' difficulties with English articles* [Paper presentation]. The 5th

- International Conference on Foreign Language Learning and Teaching (FLLT 2018), Chiang Mai, Thailand.
- 2018 Chan, M. (2018, October). *Teacher perceptions of Cantonese learners' difficulties with English articles* [Paper presentation]. The 2018 Korea TESOL International Conference, Seoul, Korea.
- 2018 Chan, M. (2018, June). *Reflective level of English major undergraduate students in a local university in Hong Kong and pedagogical implications* [Paper presentation]. The 16th Asia TEFL, 1st MAAL & 6th HAAL International Conference, Macau.
- 2018 Chan, M. (2018, May). *Reflective level of English major undergraduate students in a local university in Hong Kong and pedagogical implications* [Paper presentation]. The 3rd Global Educators Network (Teaching English Foreign Language) International Conference, Kuala Lumpur, Malaysia.
- 2017 Chan, M. (2017, December). *Role of pedagogical intervention: Acquisition of English simple past by Cantonese ESL learners in Hong Kong* [Paper presentation]. 3rd International Conference on Linguistics and Language Studies, Hong Kong.
- 2016 Chan, M. (2016, June). *Exploring structural moves and lexicogrammatical patterns of workplace texts: A corpus approach* [Paper presentation]. The 15th International Conference on Language and Social Psychology, Thailand.
- 2016 Chan, M. (2016, May). *Processing instruction and acquisition of tense* [Conference session]. Malaysian English Language Teaching Association (MELTA) 25th International Conference, Ipoh, Perak, Malaysia.
- 2016 Chan, M. (2016, May). *Processing instruction and English simple past* [Paper presentation]. 5th CELC (Centre for English Language Communication) Symposium, Singapore.
- 2015 Chan, M. (2015, September). *Persuasive writing at workplace: A corpus linguistic approach* [Paper presentation]. 2015 ALAK International Conference, Seoul, South Korea.
- 2015 Chan, M. (2015, June). *L2 acquisition of tense and aspect by Cantonese and Mandarin ESL learners of different proficiency* [Paper presentation]. Changing English: Integrating cognitive, social & typological perspectives, Helsinki, Finland.
- 2015 Chan, M. (2015, January). *Processing instruction and learning of tense* [Conference session]. 13th Annual Hawaii International Conference on

- Education (HICAH), Honolulu, Hawaii.
- 2014 Chan, M. (2014, August). *Processing instruction and teaching and learning of tense* [Conference session]. 17th World Congress of the International Association of Applied Linguistics (AILA), Brisbane, Australia.
- 2013 Chan, M. (2013, October). *Acquisition of tense: Findings concerning how English simple past tense is taught and learned in Hong Kong* [Paper presentation]. The 9th International Symposium on Teaching English at Tertiary Level (ISTETL 9), Hangzhou, China.
- 2013 Chan, M. (2013, July). *Teaching and learning of English simple past tense in Hong Kong primary classrooms* [Paper presentation]. International Conference on English Linguistics, Seoul, South Korea.
- 2013 Chan, M. (2013, May). *What makes a business English course effective: Voices from Chinese professionals in Hong Kong* [Paper presentation]. International Conference on Applied Foreign Languages, Kaohsiung, Taiwan.
- 2012 Chan, M. (2012, December). *Four constructs in health communication* [Paper presentation]. Applied English and Professional Practice, ALAPP, Sydney, Australia.
- 2012 Chan, M. (2012, September). *Acquisition of "be" by Cantonese ESL learners: Implications for L2 acquisition of tense and aspect* [Paper presentation]. EuroSLA 22-22nd Annual Conference of the European Second Language Association, Poznań, Poland.
- 2012 Chan, M. (2012, August/September). *Learning autonomy of tertiary students in Hong Kong* [Paper presentation]. Independent Learning Association 2012 Conference, Wellington, New Zealand.
- 2012 Chan, M. (2012, August). *Tailoring business English courses to meet students' communicative needs in the workplace* [Paper presentation]. The 8th ISTE & 17th International Conference of PAAL, Beijing, China.
- 2012 Chan, M. (2012, June). *Narrowing the gap between workplace needs and business English learning in the classroom* [Paper presentation]. Canada International Conference on Education (CICE), Ontario, Canada.
- 2012 Chan, M. (2012, March). *Dialogue with the workplace: Optimizing students' learning outcomes in business English courses* [Paper presentation]. Crossing Boundaries: Working and Communicating in the Asia Pacific Region, Los Angeles, CA, USA.
- 2011 Chan, M., Matthiessen, C. M. I. M., & Yap, F. H. (2011, August). *Acquisition of tense and aspect* [Conference session]. The 16th World

- Congress of Applied Linguistics (AILA 2011), Beijing, China.
- 2011 Chan, M. (2011, July). *Crucial moments of interaction of doctor-patient communication in Hong Kong* [Paper presentation]. Ninth Interdisciplinary Conference: Communication, Medicine & Ethics (COMET), Nottingham, UK.
- 2011 Chan, M. (2011, June). *Doctor-patient communication in Hong Kong: A case study of PolyU clinic* [Paper presentation]. Applied English and Professional Practice (ALAPP), Cardiff, UK.
- 2011 Chan, M. (2011, April). *Acquisition of “be” by Cantonese ESL learners: Implications for L2 acquisition of tense and aspect* [Paper presentation]. CHORNOS 10 International Conference on Tense, Aspect and Modality, Birmingham, UK.
- 2010 Chan, M. (2010, June). *Acquisition of “be” by Cantonese ESL learners: Missing surface inflection or impairment?* [Paper presentation]. Seoul International Conference on Linguistics, Seoul, South Korea.
- 2010 Chan, M. (2010, June). *Acquisition of “be” by Cantonese ESL learners in Hong Kong and its pedagogical implications* [Paper presentation]. The 10th Annual Conference of the Japan Second Language Association, Japan.
- 2010 Chan, M. (2010, January). *The role of work-integrated education (WIE): Optimizing students’ learning outcomes in business English courses* [Paper presentation]. Hawaii International Conference on Arts and Humanities, Honolulu, Hawaii, USA.
- 2009 Chan, M. (2009, December). *What learning contract reveals about university students’ attitude towards English language learning* [Paper presentation]. Annual Research Forum, Hong Kong Association of Applied Linguistics, Hong Kong.
- 2009 Chan, M. (2009, November). *Tertiary students’ perceptions on the importance and use of teacher feedback in Hong Kong* [Paper presentation]. International Conference of Education, Research and Innovation, Madrid, Spain.
- 2009 Chan, M. (2009, July). *What learning contract reveals about university students’ attitude towards English language learning* [Paper presentation]. The 16th International Conference on Learning, Barcelona, Spain.
- 2008 Chan, M. (2008, December). *Acquisition of “be” by Cantonese ESL learners in Hong Kong and its pedagogical implications* [Paper presentation]. Annual Research Forum, the Linguistics Society of Hong

Kong, Hong Kong.

- 2007 Chan, M. (2007, June). *Acquisition of “be” by Cantonese ESL learners in Hong Kong and its pedagogical implications* [Paper presentation]. The 4th International Symposium of Teaching English at Tertiary Level, Hong Kong.

4. Invited talks

- 2023 Chan, M. (2023, September), *The impacts of ChatGPT*. Innovations in Language Assessment Conference and Roundtable. Kowloon Shangri-la Hotel, 8-9 September, 2023.
- 2022 Chan, M. (2022, February). *Scholarship platform for teaching and learning in a virtual age*. Envisioning the Future: Innovation Across Asian and Oceania TESOL Affiliates, Affiliate Network Professional Council of TESOL International, 25 February 2022.
- 2021 Chan, M. (2021, November). *Research into second language acquisition: dissemination of results and impact* (a talk for colleagues of the Centre for Language Education and students of the MAILE programme). Hong Kong University of Science and Technology (HKUST), November 2021.
- 2021 Chan, M. (2021, August). *Teaching business English to meet the current trends of global business communication*. Symposium ESP in Higher Education in Hong Kong - Teaching Practices and New Trends, Hong Kong Baptist University, 5 August 2021.
- 2021 Chan, M. (2021, July). *Pedagogy of business English to meet new trends of professional communication*. Malaysian English Language Teaching Association (MELTA) 29th International Conference, 23-25 July 2021, Malaysia.
- 2021 Chan, M. (2021, February). *Essay writing* (a workshop for students taking the course *GFVM 1037: Ideologies, World Views And Modern History*). Department of Religion and Philosophy, Hong Kong Baptist University, 22 February, 2021.
- 2018 Chan, M. (2018, May). *From conference poster to publication in language and teaching journals: Tips from editors*. ELC and PolyU library, 9 May 2018 (Other speakers included Professor Icy Lee and Professor Jette G. Hansen Edwards).
- 2017 Chan, M. (2017, March). *Processing instruction and tense acquisition*. HK Association for Applied Linguistics, 30 March 2017.

- 2016 Chan, M. (2016, December). *周街學英文* [Language awareness and common errors in English]. Rhenish Church College, 8 December 2016.
- 2016 Chan, M. (2016, December). *Acquisition of tense by Cantonese ESL learners and how processing instruction might help acquisition of tense by Cantonese ESL learners* (keynote presentation). 18th International Conference on Linguistic and Generative Grammar Theory, 6 December 2016.
- 2015 Chan, M. (2015, November). *Interviewing skills for you and your kids*. World Publishing Company, 28 November 2015.
- 2015 Chan, M. (2015, February). *Conveying persuasive messages* (for students of Korean programme). The Hong Kong Polytechnic University, 4 February 2015.
- 2014 Chan, M. (2014, August). *English language learning* (for primary school students). PolyU English Camp at The Hong Kong Polytechnic University, 4 August 2014.
- 2014 Chan, M. (2014, May). *Research paper writing skill* (workshop for DEd students). Hong Kong College of Technology (HKCT), 10 May 2014.
- 2014 Chan, M. (2014, January). *Teaching business communication* (one-day intensive course for Korean teachers teaching the diplomats). 28 January 2014.
- 2013 Chan, M. (2013, July). *Business writing skill* (training workshop for Hong Kong Science & Technology Parks Corporation). Hong Kong Productivity Council, 19 July 2013.
- 2013 Chan, M. (2013, March). *Business proposal writing skills* (for the participants of a 6-day case competition on *Corporate Social Responsibility*). AIESEC, 5 March 2013.
- 2012 Chan, M. (2012, December). *Business proposal writing seminar* (for participants in the Accounting and Business Management Case Competition). HKIAAT, December 2012; January 2010 and November 2009.
- 2011 Chan, M. (2011, January). *Learning English: Myths and strategies* (for secondary students in Tin Shui Wai and Sham Shui Po). 22 January 2011.
- 2011 Chan, M. (2011, May). *Writing in a second language: Challenges, strategies and implications* (EPPRS workshop for postgraduate

- students). The Hong Kong Polytechnic University, 20 May 2011 and 18 May 2010.
- 2010 Chan, M. (2010, July). *Master your English in the workplace for youngsters*. Youth Employment Start (Y.E.S.), 29 July 2010.
- 2010 Chan, M. (2010, July). *Learning English: myths and strategies for secondary school leavers* (a summer programme “PolyU Experiential Visit- A Road to your Professional Life”). Academic Secretariat of The Hong Kong Polytechnic University, 15 July 2010.
- 2010 Chan, M. (2010, May). *Tense and aspect* (lecture series). South China Normal University, 14 May 2010 (Other speakers included Professor Christian Matthiessen and Dr Yap Foong Ha).
- 2009 Chan, M. (2009, December). *Use of plain English* (Bookfest@ Hong Kong Joy to the Reading World). Popular Holdings Limited, 31 December 2009.

VI. Honours, Awards and Prizes

- 2023 **Senior Fellowship**, Advance HE (SFHEA)
- 2022/23 Second Runner-up of **Scenario Development Competition (Teacher) 2022** (Hong Kong Baptist University)
- 2020 **Long Service Award** (Hong Kong Association for Applied Linguistics: from 2008 to present)
- 2017 **Long Service Award** (Hong Kong Polytechnic University: from 2001)
- 2016 One of Top 23 Finalists for the Award of **2016 TESOL Teacher of the Year**
- 2013/14 Finalist for **the 2013-14 HKAH First Book Prize** (The Hong Kong Academy of the Humanities) for the book *Acquisition of ‘be’ by Cantonese ESL learners in Hong Kong and its pedagogical implications*
- Comments from one of the reviewers:
- “It offers a well-written and judicious survey of the relevant literature, with an incisive survey of the relevant frameworks and an analysis of their strengths and weaknesses, and then moves on to a carefully plotted set of empirical investigations. The conclusion is carefully crafted, it avoids hyperbole and its theoretical claims are well grounded in the empirical work. The book is written in clear and precise language, and demonstrates an orderly and thoughtful mind at work. Particularly striking is the combination of linguistic theory and application in language pedagogy, and the final pages of the book include more general discussion of ideas (or “myths”) about language learning and instruction.”
- 2010/11 Faculty Award for **Outstanding Teaching** (The Hong Kong Polytechnic

- University)
- 2004/05 Faculty Award for **Outstanding Teaching** (The Hong Kong Polytechnic University)
- 1996 **Merit Award** in the Open Section of the Translation & Simultaneous Interpretation Competition, the 21st Hong Kong Youth Cultural and Arts Competitions (Organized by Peninsula Junior Chamber and sponsored by Home Affairs Department)
- 1990/91 **Outstanding Conduct and Academic Achievement** (Rhenish Church College)
- 1989/90 - **Excellent Attainment** in Chinese History (Rhenish Church College)
 - Prize for **Excellent Performance in Public Services** (Rhenish Church College)

VII. Services

1. Major academic responsibilities and administrative/committee assignments (Hong Kong Baptist University)

- Chair of Teaching and Learning Research Team, the Language Centre (Since Sep 2023)
- Head of Outreach and Development Section of the Language Centre (Since Sep 2023)
- Chair of the Organizing Committee of an International Conference (scheduled for June 2024) on engagement in the digital age to be hosted by the Language Centre, Hong Kong Baptist University (August 2023 to June 2024)
- Member of the Organizing Committee of an International Symposium (scheduled for 28-29 November 2023) on language learning, translation practices and use of technology (co-organized with the Centre for Translation Studies and the Centre for Holistic Teaching and Learning, Hong Kong Baptist University (May to August 2023) (Note: the symposium was cancelled because of the withdrawal of the Centre for Translation Studies)
- Associate Head of the Language Centre (Sep 2022 to 31 Aug 2023)
- Member of Programme Management Committee (PMC) (since Sep 2022)
- Chair of the Curriculum Management and Development Committee (CMDC) (since June 2021 to June 2023)
- Course Coordinator of University English II (UEII) (2021 - June 2023)
- Adjudicator: (a) English Public Speaking Contest 2021 organized by The College of International Education, Hong Kong Baptist University (20 May 2021); (b) The Three-Minute Thesis (3MT) competition (first and final rounds) organized by the Language Centre, Hong Kong Baptist University (March

2021; June 2022; May 2023)

- Member of the Organizing Committee of the Symposium on ESP in Higher Education: Teaching Practices and New Trends held in May 2021 (Jan to May 2021)
- Reviewer: Reviewed two academic writing courses (i.e. *English Academic Writing 1* and *English Academic Writing 2*) for College of International Education (CIE), Hong Kong Baptist University. (Jan 2021)

2. Professional service (activities involving a professional association)

- President of Hong Kong Association for Self-Access Learning and Development (HASALD) (since August 2023)
- Member of organizing committee of The HAAL Annual Conference held on 15 July 2023
- Executive Committee Member (Treasurer), Association of Hong Kong Language Centres (AHKLC) (since July 2021)
- Associate Member of Centre for Higher Education Research (CHER) at Sunway University, Malaysia (since September 2020)
- Member of the Curriculum Development Council-Hong Kong Examinations and Assessment Authority (CDC-HKEAA) Committee on English Language (30 August 2019 – 31 August 2025)
- Specialist of Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) (from 2014 to 2027)
- Committee Member (Secretary) of Hong Kong Association for Applied Linguistics (HAAL) (since 2008)
- Internal Member of Research Centre for Professional Communication in Hong Kong, The Hong Kong Polytechnic University (till June 2020)
- Regular Member of PolyU-Tsinghua U Centre for Language Sciences, The Hong Kong Polytechnic University (till June 2020)
- Member of the organizing committee of The 16th Asia TEFL, 1st MAAL & 6th HAAL International Conference (27 to 29 June 2018)
- Member of Linguistic Society of Hong Kong (LSHK)
- Member of Association for Business Communication (ABC)

3. Consultancy work and contributions in a professional capacity to the local and/or international community and service organizations

- Editor for a Scholarship platform (STiLE):
 - Editor of *Paper and Reviews* for Scholarship of Teaching in Language Education (STiLE) (since August 2022)

- Editors/Reviewer for Journals:
 - Editorial Board Member, *ELT Journal* (2023 Impact Factor: 2.26; SJR Q1)
 - Editorial Board Member, *International Journal of Business Communication* (2023 Impact Factor: 3.1; SJR Q1)
 - Reviewer, *Education Journal* (2023 Impact Factor: 0.6; SJR Q2)
 - Reviewer, *Journal of Business and Technical Communication* (2023 Impact Factor: 2.63; SJR Q1)
 - Reviewer, *Journal of Communication Management* (2023 Impact Factor: 3.65; SJR Q1)
 - Reviewer, *Applied Psycholinguistics* (2023 Impact Factor: 2.2; SJR Q1)
 - Reviewer, *Journal of Teaching and Learning for Graduate Employability* (2023 Impact Factor: 2.17; SJR Q2)
 - Review Editor, *Frontiers in Psychology and Frontiers in Education* (2023 Impact Factor: 3.91; SJR Q2)
 - Reviewer, *Studies in Second Language Learning and Teaching Education* (2023 Impact Factor: 2.352; SJR Q1)
 - Reviewer, *English for Specific Purposes* (2023 Impact Factor: 3.23; SJR Q1)
 - Reviewer, *Language Teaching Research* (2023 Impact Factor: 4.18; SJR Q1)
 - Reviewer, *Applied Linguistics* (2023 Impact Factor: 3.83; SJR Q1)
 - Reviewer, *Studies in Higher Education* (2023 Impact Factor: 5.2; SJR Q1)
 - Assistant Editor, *Journal of English for Academic Purposes* (2023 Impact Factor: 3.45; SJR Q1) (2001-2002)
 - Reviewer, *Assessment and Evaluation in Higher Education* (2023 Impact Factor: 6.6; SJR Q1)
 - Reviewer, *English Language Teaching Journal* (2023 Impact Factor: 2.481; SJR Q1)
 - Reviewer, *Language Policy* (2023 Impact Factor: 1.9; SJR Q1)
 - Reviewer, *Language and Communication* (2023 Impact Factor: 1.89; SJR Q1)
 - Reviewer, *Language and Intercultural Communication* (2023 Impact Factor: 1.97; SJR Q1)
 - Reviewer, *System* (2023 Impact Factor: 6.73; SJR Q1)
 - Reviewer, *Oxford Review of Education* (2023 Impact Factor: 3.16; SJR Q1)
 - Reviewer, *Educational Research Journal* (2023 Impact Factor: 2.968; SJR Q1)
 - Reviewer, *International Journal of Education Development* (2023 Impact Factor: 1.873; SJR Q1)

- Reviewer, *Essex Graduate Student Papers in Language and Linguistics* (A journal)
 - Reviewer, *Journal of Applied Communication Research* (2023 Impact Factor: 2.86; SJR Q1)
 - Assistant Editor, *Journal of Assessing Writing* (2023 Impact Factor: 3.164; SJR Q1) (2001-2002)
 - Reviewer, *Asia-Pacific Education Researcher (TAPE)* (2023 Impact Factor: 5.1; SJR Q1)
 - Reviewer, *Journal of Technical Writing and Communication* (2023 Impact Factor: 1.66; SJR Q2)
 - Reviewer, *Open Journal of Modern Linguistics* (Google-based Impact Factor: 0.8)
 - Reviewer, *Language and Education* (2023 Impact Factor: 2.78; SJR Q1)
 - Reviewer, *Journal of Global Research in Education and Social Science*
 - Reviewer, *ELF Annual Research Journal*
 - Reviewer, *Asian Journal of English Language Teaching* (2023 Impact Factor: 0.156; SJR Q3)
 - Reviewer, *Journal of Asia TEFL* (2023 Impact Factor: 0.73; SJR Q2)
 - Reviewer, *L1 Educational Studies in Language and Literature* (2023 Impact Factor: 0.61; SJR Q1)
 - Reviewer, *Asian ESP Journal* (2023 Impact Factor: 1.13; SJR)
 - Reviewer, *Journal of Business and Behavioral Sciences*
 - Article Editor, *SAGE Open* (Manuscript entitled “*Peer Engagement to Augment English Learning (PETAEL): Literature Synthesis to Support a Conceptual Model*”) (2023 Impact Factor: 2.47; SJR Q2)
 - Reviewer, *Journal of Teacher Education* (2023 Impact Factor: 5.53; SJR Q1)
- Reviewer for Conferences:
 - The ABC 85th Annual International Conference (Oct 2020)
 - The 16th Asia TEFL, 1st MAAL & 6th HAAL International Conference (2018)
 - TESOL Conference (July 2018)
 - WACE's 17th World Conference (2011)
 - Sixth International Conference on Discourse, Communication and the Enterprise DICOEN VI (2011)
 - The HAAL Annual Research Forum (2009; 2011; 2016; 2023)
 - The 3rd, 5th and 7th International Symposium on Teaching English at the Tertiary Level (2007; 2009; 2011)

- Reviewer for Grant Proposals:
 - Research and Development Projects 2024-25 of the Standing Committee on Language Education and Research (SCOLAR):
 - Project Title: Assessing and Developing English Language proficiency and pragmatic competence of Hong Kong adults
 - Project Title: Digital English writing with ChatGPT: An investigation with Hong Kong secondary students
 - Research and Development Projects 2021-22 of the Standing Committee on Language Education and Research (SCOLAR)
 - Project Title: Effects of a digital role-playing game on working adults' English learning performance, motivation, self-efficacy, anxiety, and cognitive load
 - Competitive Research Funding for the Local Self-financing Degree Sector under Research Grants Council (RGC) of Hong Kong (2017, 2015, 2014)
 - Project title: Using genre-based pedagogy to facilitate Hong Kong students' content and language integrated learning (CLIL) in English medium subjects (2017)
 - Project title: English idioms meet Cantonese idioms: Compilation, classification and comprehension (2017)
 - Project title: Motivation and the learning of interpreting: An investigation of post-secondary students in Hong Kong (2015)
 - Project Title: E-CIED (English-Cantonese Idioms Electronic Database) as an online idioms teaching and learning platform for Hong Kong ESL learners: A cognitive-linguistic, cross-linguistic analysis on English (L2) and Cantonese (L1) idioms (2014)
- Invited as the External textbook reviewer of the English Language Textbook Review Panel, English Language Education Section, Curriculum Development Institute, Education Bureau (from 1 Nov 2021 to 31 October 2025)
- Invited as the Assistant Examiner of the Writing Paper of the Language Proficiency Assessment for Teachers of English (LPATE) (from 2018 to 2020)
- Services to Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ):
 - Panel member for accreditation/re-accreditation of English language programmes:
 - (1) EDC Languages Ltd (July 2023): *Certificate in Practical English for Communication*

- (2) Hong Kong College of Technology (June 2022): *Certificate in English for Creative Communication (ApL) (QFL3) & Certificate in Creative English – Biz and Media (Senior Secondary ApL)*
 - (3) University of Macau (2022): Programme Review for *Bachelor of Education in English*
 - (4) Wall Street English (2018): *Certificate in Advanced English Language Examination Skills; Certificate in English Language Examination Skills*
 - (5) Chu Hai College of Higher Education (2017): *Bachelor of Arts (Hons) in English for Professional Communication*
 - (6) Wall Street Institute and Beacon College (2016): *Workplace English learning programmes*
 - (7) VTC's Auto Repairs programmes (May-June 2015): A comparability study of 2 pairs of the VTC's Auto Repairs programmes (May-June 2015)
 - (8) Private English Institutes (2014 & 2015):
 - *Higher Diploma of Business English*
 - *Certificate of Standard Japanese*
 - (9) Employees Retraining Board and its training bodies (2014):
 - *Foundation Certificate in Basic English II & III (Part-time);*
 - *Foundation Certificate in Workplace English (Listening & Speaking) I (Part-time);*
 - *Foundation Certificate in Workplace English (Reading & Writing) I (Part-time)*
 - (10) Panel Chair for re-accreditation of Learning Programme (Re-LPA) of Employees Retraining Board (ERB) (April-June 2022)
- External Advisor / Reviewer of English language programmes
 - HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC) – as Academic Assessor of English discipline on course syllabuses (e.g. *Introduction to Academic English, English for Academic Purposes I, English for Academic Purposes II, English for Healthcare Professionals, English for Science and Technology*), assessments and examination scripts for Higher Diploma Level (HKQF level 4) (1 September 2023 to 31 August 2026)
 - Community College of City University - English courses in the proposed *B.A. in English and Communication* (October 2018)
 - Hong Kong Nang Yan College of Higher Education (since 2015)
 - Hong Kong College of Technology (HKCT) (since 2012)

- Invited to be the writing assessor of Institute's Test of English Language Proficiency (ITELP) by The Hong Kong Institute of Education (HKIED) (since May 2015)
- Invited by HKIATT to prepare teaching materials for Business, Accounting and Financial Studies (BAFS) teachers concerning how to teach the component of business communication (September 2011)

4. Contribution to Knowledge Transfer Activities

- Invited by MingPao Dr DSE to address students' English problems. The first issue concerned vocabulary retention, available on 18 September 2018.
- Invited by TVB programme *Scoop* (東張西望) to share views on a survey released in November 2015 indicating the falling English standard of Hong Kong people (19 November 2014)
- Interviewed by *Recruit* about English learning tips for working adults. Details can be found online in the 1 November 2013 issue: <http://recruit.com.hk/Resources/ArticleDetail.aspx?articleId=28883>
- TV host of a programme teaching English pronunciation; use of slang/informal expressions in movies and vocabulary of different kinds (from October 2012 to March 2013)
- Mentor, Mentorship programme of the New Asia College, The Chinese University of Hong Kong (since October 2011)
- Invited to be a guest for the *English Basic Competency Enrichment Programme- Professional Tips on Capturing 'A'* interview organized by e-Education Publishing Ltd devoted to the development of education in Hong Kong. This interview, conducted on 23 February 2010, was for a free online learning platform for enhancing the English proficiency level of secondary school students.
- Guest in a video series about best teaching practices: use of learning contract (self-access work) to promote students' autonomous learning. This was filmed and coordinated by Educational Development Centre (EDC) of The Hong Kong Polytechnic University (2005).
- Adjudicator:
 - The Annual Chamber Debate (Community Event) organized by The HKFYG Leadership Institute (6 August 2022)
 - The HKFYG English Public Speaking Contest 2023 (8 March 2023 to 15 March 2023)

- SOW Creative Writing Competition 2021 (Upper Primary Division) organized by English Language Education Section, Curriculum Development Institute, Education Bureau (Apr to May 2021)
- The Hong Kong English Public Speaking Contest organized by The Hong Kong Federation of Youth Groups and The Standard Chartered (2009; 2010; 2011; 2015; 2016; 2019; 2020; 2021; 2022)
- 6th Inter-universities Speech Contest (English Stream) organized by Metro Lions Cup (preliminary section) (2008)
- Business Presentation Campaign (about presenting innovative ideas for developing a new business) organized for the BALSP year 1 students (2005/2006)
- English writing competition for the Mentorship Day, The Hong Kong Polytechnic University (2003-2004)
- Writer of English columns:
 - English column in MingPao called 周街學英文 (from September 2015 to June 2021)
 - Business English column in the HKIAAT (Hong Kong Institute of Accredited Accounting Technicians Limited) newsletter (a bi-monthly publication)

VIII. Referees

Name: Professor Icy Lee
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Name: Professor Alessandro Benati
 Position: Professor
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Name: Professor Melinda WHONG
 Position: Associate Dean, Director, Associate Professor
 Affiliation: Centre for Language Education, The Hong Kong University of Technology and Science
 Contact: 2358 7878 / lcmwhong@ust.hk

Name: Professor Winnie Cheng
Position: Former Professor
Affiliation: Department of English, The Hong Kong Polytechnic University
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Name: Dr Bui Hiu Yuet, Gavin
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