附件1

扬州中瑞酒店职业学院2023-2024学年第二学期

期中教学检查教师自查表

(统计数据截止2024年5月12日)

教师姓名： 所在院部： 专业教研室：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **课程名称** |  | | | | | | **授课班级** | | | | | | |  | | | | | | | | | | | | **课时数** | | | | |  |
| **课程标准** | 有、无 | **与学校的要求** | | | | | | | | 完全符合、基本符合、差距较大 | | | | | | | | | | | | | **执行情况评价** | | | | | | | |  |
| **编写授课教案** | 已完成 课时 | | | | | | **教案内容与标准** | | | | | | | | 完全一致、基本一致、差距较大 | | | | | | | | | | | | | | | | |
| **讲 稿** | 有、无 ，每次课约 页 | | | | | | | | | **授课进度与授课计划进度** | | | | | | | | | | | | **一**致、不一致（相差 课时） | | | | | | | | | |
| **无教材课程** | **学生讲义** | | 发、未发 | | | | | | **已发页数** | | | |  | | | | **教师讲稿与学生讲义的关系** | | | | | | | | | | | 匹配、不匹配 | | | |
| **学生作业** | 计划安排 次，实际布置 次，批阅 次 | | | | | | | | | | | | | | | | | **眉批** | | | 有、无 | | | | **等级** | | | 有、无 | | | |
| 学生作业情况评价： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **上课考勤** | 每次课考勤、经常考勤 | | | | | **班级教学日志** | | | | | | 每次课填、经常填、未填 | | | | | | | | | | | **联系辅导员** | | | | | | | | 次 |
| 学生听课情况评价： | | | | | | | | | | | | | | | 学生出勤情况评价： | | | | | | | | | | | | | | | |
| **调、停课** | 本学期 次 | | | | **调、停课手续办理情况** | | | | | | | | | | | 按规定办、未办 | | | | | | | **听 课** | | | | | | | 节 | |
| **实训课** | **教 案** | | 每班一份、合用一份、没有 | | | | | | | | | | | | | **讲 稿** | | | | | | 每班一份、合用一份、没有 | | | | | | | | | |
| **学生实训报告** | | | 有、无 | | | | **批阅** | | | 及时、未批 | | | | | **成绩等级** | | | | 有、无 | | | | **等级符号** | | | | |  | | |
| **实训总结** | | 每班一份、及时写、未写 | | | | | | | | | | | | | **安全事故** | | | 有（ 次）、无 | | | | | | | | | | | | |
| 对学生实训情况评价： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **教研活动** | **活动计划** | | | 有、无 | | | | | | | **活动次数** | | | | | 次 | | | | **活动记录** | | | | | | | 有、无 | | | | |
| 公开课、示范课、观摩课情况： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **对教学管理工作的意见和建议** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **对学生管理工作的意见和建议** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**备注:**1.表中有选择项的，请在选项上画“√”；2.“评价”、“情况”项不够写，请另附页。