附件5：

**期中教学检查教研室记录表**

**教学单位（签章）： 教研室： 统计周次 — 周**

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| **任课教师** | **课程名称** | **任课班级** | **教学文件编订填写情况** | | | **教学进度执行率** | **实验执行情况** | | | **作业布置与批改情况** | | | **听评课次数** | **教研活动次数** | **调停课次数** |
| **教学设计** | **讲稿** | **教学日志** | **实验执行率** | **实验指导书** | **实验报告批改率** | **作业布置次数** | **批改率** | **批改面** |
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**教研室主任 教学单位负责人**