**附件1 2023-2024学年第二学期期末教学检查自查表**

系（部）： 填表日期：

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| **姓名** | | **课程名称** | **课程类型** | **任课班级** | **教学任务完成情况** | | | | | **作业布置与批改情况** | | **平时成绩登记情况** | **考核相关情况** | | | **教学资料是否归档系部** | **备 注** |
| **计划与进度（在相应列打√）** | | **实验（实训）完成情况** | | |
| **完成** | **未完成** | **计划个数** | **已做个数** | **批改情况** | **布置与批改次数** | **规范批改情况** | **记录是否合理规范** | **命题套数** | **命题是否规范** | **是否有评分标准** |  |
| 例： | | \*\*\* | C类 | \*\*\* | **√** |  | 5 | 5 | 良好 | 5 | 良好 | 是 | 2 | 是 | 有 |  |  |
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|  | 自查小结【按检查内容总结各项检查的实际情况及存在的问题等。】  系（部）主任签字： | | | | | | | | | | | | | | | | |

注:“教学进度”一栏是填写实际教学进度与授课计划相对照的情况