**单位名称： 教学领导签字： 时间： 年 月 日**

**表1：教学进度检查情况**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **教学进度检查情况** | **本学期是否存在教学进度严重滞后的教学任务** | **进度滞后教学任务清单** | **教师姓名** | **课程名称** | **教学班** | **原因** |
|  |  |  |  |
| **无** |  |  |  |  |
| 可另附页 |  |  |  |

**表2：教研活动开展情况**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **教研活动开展情况** | **教研室名称** | **本学期教研活动计划次数** | **本学期实际开展次数** | **是否存在未按计划开展情况** |
| **会计教研室** |  |  |  |
| **财务管理教研** |  |  |  |
| **审计与信息化教研室** |  |  |  |
| **国际会计教研室** |  |  |  |
| 可另附页 |  |  |  |

**表3：教师座谈会情况**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **教师座谈会情况** | **会议时间** | **会议地点** | **会议主持人** | **参会教师人数** | **是否有会议记录** |
|  |  |  |  |  |
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| 可另附页 |  |  |  |  |

**表4：学生座谈会情况**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **学生座谈会情况** | **会议时间** | **会议地点** | **会议主持人** | **参会学生人数** | **是否有会议记录** |
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| 可另附页 |  |  |  |  |

**表5：本学期学院（部）领导听课学时**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **本学期学院（部）**  **领导听课学时** | **院长（主任）听课学时** | **教学副院长（副主任）听课学时** | **科研副院长（副主任）听课学时** | **书记听课学时** | **副书记听课学时** |
|  |  |  |  |  |

**表6：上届毕业论文（设计）自查情况**

|  |  |  |  |
| --- | --- | --- | --- |
| **上届毕业论文**  **（设计）自查情况** | **自查份数** | **自查发现的问题** | **整改情况** |
|  | 可另附页 | 可另附页 |

**表7：作业布置及批改情况（没有的可不填）**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **教师姓名** | **课程名称** | **教学班名称** | **学生人数** | **作业布置次数** | **作业批改率（%）** |
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