郑 州 航 院

教师教学工作手册

（ 学年第 学期）

**手册内容**

1.课程教学大纲

2.课程教学日历

3.平时成绩考核记录表

教师姓名：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

课程名称：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

授课班级：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

学院(部) ：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**课程教学大纲**

**（按学校规定的格式）**

**郑州航院20 -20 - 学期教学日历**

教师姓名： 课程名称： 教学班：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 教 学 进 度 表 | 周 次 | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **共计** |
| 讲 课 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 讨 论 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 实 验 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 上 机 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 周时数 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**教学内容和学时安排**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **周次** | **日期** | **教 学 内 容** | **学时** | | | | **作业布置** |
| **讲课** | **讨论** | **实验** | **上机** |
|  | 月 日 |  |  |  |  |  |  |
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**郑州航院平时成绩考核记录表**

**任课教师： 课程名称： 教学班：**

| **序号** | **班级** | **学号** | **姓名** | 9-15上  考勤1 | 9-20下  作业1 | 9-15上  考勤1 |  |  |  | 11-3上  测验1 |  |  | **平时**  **成绩** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 43 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 44 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 45 |  |  |  |  |  |  |  |  |  |  |  |  |  |