附件2：

**在线教学检查记录汇总表（学校检查用表）**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **开课学院** | **授课教师** | **课程名称** | **授课时间** | **授课方式、平台** | **专业班级** | **是否组建班级群** | **是否提前上传教学资料** | **是否按时在线开课** | **是否课程网络教学顺畅** | **是否教学准备充分** | **是否在线师生互动** | **学生在线实到人数** | **在线教学**  **授课评价**  **等级为（优、良、中、合格不合格）** | **督查人** |
| **下列栏目填写“是”/“否”** | | | | | | **本栏仅视导组成员填写** |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **其它情况** |  | | | | | | | | | | | | | |
| **意见与建议** |  | | | | | | | | | | | | | |

备注：教学资料包括教学大纲、教学进程表、教学课件（视频）、考核方案、参考资料等。