**xx学院（部）教研室磨课计划安排表（教研室填写）**

教研室名称： 教研室主任签字：

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| 序号 | 磨课教师 | 课程及磨课章节内容 | 听评课人 | 日期 | 时间 | 地点 | 备注 |
|  |  |  |  |  |  |  | **行政兼课** |
|  |  |  |  |  |  |  | 外聘 |
|  |  |  |  |  |  |  | 专任教师 |
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填表人： 填表时间：

**xx学院（部）磨课考核安排表（教学单位填写）**

单位名称： 院长（主任）签字：

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 磨课教师 | 课程及磨课章节内容 | 日期 | 时间 | 地点 | 评委（） | 备注 |
|  |  |  |  |  |  | 可按学科大类或专业分组安排，每组评委原则上不少于5人。 | 行政兼课/外聘/专任教师 |
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填表人： 填表时间