教 学 任 务 书

教师姓名

所在学院

起止时间

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| **执行情况和评估意见** | | | | | | | | | | | | | |
| **课程名称一** | | |  | | | | **授课年级** | | |  | | **学时** |  |
| **该课程在学期教学中存在的问题（教师本人填写）：** | | | | | | | | | | | | | |
| **对该课程的改进思路、教改计划或建议（教师本人填写）：** | | | | | | | | | | | | | |
| **所在教研室评估意见（教研室负责人在学期末填写）：** | | | | | | | | | | | | | |
| **评估等级（在相应的栏目内划勾）** | | | | | | | | | | | **教研室负责人签字：** | | |
| **优秀** |  | **良好** | |  | **合格** |  | | **不合格** |  | |  | | |

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| **执行情况和评估意见** | | | | | | | | | | | | | |
| **课程名称二** | | |  | | | | **授课年级** | | |  | | **学时** |  |
| **该课程在学期教学中存在的问题（教师本人填写）：** | | | | | | | | | | | | | |
| **对该课程的改进思路、教改计划或建议（教师本人填写）：** | | | | | | | | | | | | | |
| **所在教研室评估意见（教研室负责人在学期末填写）：** | | | | | | | | | | | | | |
| **评估等级（在相应的栏目内划勾）** | | | | | | | | | | | **教研室负责人签字：** | | |
| **优秀** |  | **良好** | |  | **合格** |  | | **不合格** |  | |  | | |

**（课程可自行添加）**

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| **科研工作进展情况及成果** |  |
| **业务学习及进修情况** |  |
| **在学期教学中的奖惩情况** |  |

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| **教师本人对本学期教学工作的自评意见：**  **签字：** |
| **学院院长评估意见：**  **学院院长签字：**  **单位公章：**  **年 月 日** |
| **教务处/研究生院意见：**      **单位公章：**  **年 月 日** |
| **备注：** |