**2019-2020-2学期疫情防控期间系部线上教学准备工作检查表**

 **年 月 日**

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| **序号** | **教师****姓名** | **课程****名称** | **上课****时间** | **学生****班级** | **教学****平台** | **课程QQ群号** | **上课****人数** | **授课对象****（能否在线学习）** | **教学资源****是否上传（是/否）** | **有无授课****应急预案** |
| **能****（）人** | **否****（）人** | **PPT****课件** | **电子教材** | **课程教学视频** | **课程测试** | **课后作业** | **其他** |
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**备注：此表由系部主任、系部书记、系部副书记、辅导员、教学秘书、授课教师等填写。**