**北海艺术设计学院教学巡查记录表**

**20 —20 学年 第 学期**

巡查部门： 记录人

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| 巡查时间 | 班级 | 教室 | 任课老师 | 巡 查 情 况 | | | | | | | | | | | | | | | | | | | | | | | | |
| 教师到岗、上课情况 | | | | | | | | | 学生出勤 | | | | 教学设备 | | | | 教室卫生情况 | | | | | 总体评价 | | |
| 教学文件是否齐全 | | 是 否到 岗 | | 有无教学异动 | | 教 学  纪 律  情 况 | | | 应到人数 | 实到人数 | 迟到人数 | 缺课人数 | 是否存在隐患 | | 是 否整 改 | | 教室内有无带食物 | | 卫生情况是否良好 | | | 优 | 良 | 差 |
| 是 | 否 | 是 | 否 | 是 | 否 | 优 | 良 | 差 | 是 | 否 | 是 | 否 | 有 | 无 | 优 | 良 | 差 |
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备注：巡查结果在相关栏目中打√。