附件1：

**教室类型及座位数统计一览表**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **座位数 教室类别** | **20** | **30** | **32** | **35** | **36** | **40** | **48** | **50** | **56** | **60** | **70** | **74** | **80** | **90** | **96** | **113** | **118** | **121** | **140** | **238** | **总计** |
| 多媒体教室 |  |  |  |  |  | 12  设艺专用 |  |  |  |  |  |  | 30 | 22 |  |  | 1 | 12 | 2 | 4 | 83 |
| 录播教室 |  |  |  |  |  |  |  |  |  | 2 |  | 1 |  |  |  |  |  | 4 |  |  | 7 |
| 多功能教室 |  |  |  |  |  | 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 4 |
| 小型多媒体教室 | 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 4 |
| 外语小教室（外语专用） |  | 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 10 |
| 社工实验室 |  |  |  |  |  |  |  |  |  | 2 |  |  |  |  |  |  |  |  |  |  | 2 |
| 机房 |  | 1 |  |  |  | 7 | 2 | 5 | 1 | 2 | 2 |  |  |  | 1 | 1 |  |  |  |  | 22 |
| 实验室 |  | 2 |  | 7 |  | 2 | 1 | 1 |  |  | 1 |  | 1 |  |  |  |  |  |  |  | 15 |
| 语音室 |  | 1 | 1 |  |  |  |  |  |  | 5 |  |  |  |  |  |  |  |  |  |  | 7 |
| 排练厅 |  |  |  |  |  |  |  |  |  | 11 |  |  | 1 |  |  |  |  |  |  |  | 12 |
| 电子电工实验室 （信工专用） |  |  |  |  |  | 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 5 |
| 工作室（设艺专用） |  |  |  |  | 1 | 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 4 |
| 画室（设艺专用） |  |  |  |  |  |  |  |  |  | 3 |  |  |  |  |  |  |  |  |  |  | 3 |
| 录音间（文传专用） | 6 |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 7 |
| 形象工作室（设艺专用） |  |  |  |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  | 1 |
| 演播室（文传专用） |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1 |
| 摄影工作室（设艺专用） |  |  |  |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  | 1 |
| 体育场 |  | 14 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 14 |
| 总计 | 10 | 28 | 1 | 7 | 1 | 34 | 3 | 6 | 1 | 25 | 5 | 1 | 32 | 22 | 1 | 1 | 1 | 16 | 2 | 4 | 201 |

附件2：

**实行学分制管理教学任务信息表**

开课院（部）\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（公章） 开课时间：20\_\_\_-20\_\_\_学年第\_\_\_\_学期

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 课程代码 | 课程名称 | 课程性质 | 面向对象 | 任课教师姓名 | 教学班数量 | 每教学班人数 | 相关学生所在学院 | 备注 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

注：

1.表中填写的所有课程均默认为学生须经选课才能上课；

2.“课程性质”填写“选修”或“必修”；

3.“面向对象”填写可选该课程的学生所在专业；

4.任课教师姓名之间及多个学生所在学院之间用“、”隔开；

5.“每教学班人数”为教学班最大容量，应与教务系统中的“扩容容量”一致。

6.“教学班数量”与“每教学班人数”之积应大于全部面向对象学生的总数。