**上海建桥学院教学管理工作进程表**

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| 教学周  工作内容 | 0 | 1 | | | 2 | 3 | 4 | 5 | 6 | | 7 | 8 | | 9 | | 10 | | 11 | | 12 | 13 | 14 | 15 | | 16 | 17 | | 18 | | | 19 | 20 | 21 | 22 |
| 教学进程 (秋季)1 | 补考 | 上 课 | | | | | | | | | | | | 期中考试 | |  | | 期中考试 | | 上 课 | | | | | | | | 期末考试 | | | 两周  集中实践 | |  |  |
| 教学进程 (春季)1 |  | | 补考 |  | | | | | | | | | | 期中考试 | | 上 课 | | | | | | | | | | | | 期末考试 | | | 两周  集中实践 | |  |  |
| 教学进程 (秋季)2 | 上 课 | | | | | | | | | | | | | 期末考试 | | 毕 业 环 节 | | | | | | | | | | | | | | | | | | |
| 教学进程 (春季)2 | 毕 业 环 节 | | | | | | | | | | | | | | | | | | | | | 第13周结束答辩 | | | | | | | | | | | | |
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| 教学任务安排 | 第11周下达任务 | | | | | | | | | | | | | | | | |  | | | | | | | 第15周任务进系统 | | | | | | | | | |
| 排课工作 | 第16周开始排课 | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | 19周课表下发 | | | |
| 两周实践管理 | 也 可 分 散 在 平 时 进 行 第18周 | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | 第19周 | | |
| 毕业设计 (秋季) | 上 课 | | | | | | | | | | | | | | 第8周 第12周 | | | | 选 题 开 题 | | | | | | | | | | | | | | 第20周 | |
| 毕业设计 (春季) | 中 期 检 查 答辩 | | | | | | | | | | | | | | | | | | | | | 第13周结束答辩 | | | | | | | | | | | | |
| 教改项目 (秋季) | 项目申报截止第9周； 中期检查、验收材料上交截止6周 | | | | | | | | | | | | 立项、中期检查、验收 | | | | | | | | 第12周结束评审 | | | | | | | | | | | | | |
| 科创项目 (秋季) | 项目申报截止第8周 | | | | | | | | | | | |  | | | | 第10周结束评审 | | | | | | | | | | | | | | | | | |
| 教学检查工作 | 期初 | | | | | | | 第4周 第8周 | | | | 期中 | | | | | | | 第11周 第15周 | | | | | 期末 | | | | | | 第18周 | | | | |
| 考试管理工作 | 秋季  春季 | | | | | 第2周 第8周 | | | | | |  | | | | | | | 第11周 第15周 | | | | |  | | | 第17周 | | | | | | | |
| 社会考试管理 | 第6周 | | | | | | | | | 计算机等级 | | | | 第8周 第16周 | | | | | | | | | | | 英语四六级 | | | | | | 第18周 | | | |