**陕西铁路工程职业技术学院**

**实训基地（室）建设项目申报表**

**申报项目名称：**

**申 报 部 门 ：**

**项目负责人 ：**

**年 月 日**

**填表说明**

1.本表一律采用A4双面打印，左侧装订；

2.本表由项目负责人组织填写；

3.内容务必填写准确、详细；

4.本表一式3份盖章后交实训中心（同时提交电子版）。

一、基本情况

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| **实训基地（室）名称** | | |  | | | | | | |
| **总预算(万元)** | | |  | **资金来源** | | | |  | |
| **拟建设地点** | | |  | **所需面积（m2）** | | | |  | |
| **是否涉及水、电、暖改造** | | | □是 □否 | **是否需要新建、改造房屋** | | | | □是 □否 | |
| **工位数（个）** | | |  | **同时容纳学生数**  **（人）** | | | |  | |
| **面向专业** | | |  | | | | | | |
| **开设实训项目（XX个）** | | | | | | | | | |
| **实训项目名称** | | **所属课程** | | | | **计划学时** | **开出组数** | | **每组人数** |
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| **项目主要成员** | | | | | | | | | |
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| **使用承诺** | | | | | | | | | |
| **专业使用承诺** | **建设方案我已知晓，承诺按建设方案中的面向专业充分使用。**  **专业带头人签字：** | | | | | | | | |
| **课程使用承诺** | **建设方案我已知晓，承诺按建设方案中开设的实训项目充分使用。**  **服务课程所属教研室主任签字：** | | | | | | | | |

二、建设方案

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| **（一）现有基础**  （与本项目相同或相近的实训基地（室）建设情况）  **（二）建设理由**  （教学、科研、专业建设、技能鉴定、技能大赛、社会培训、技术服务的意义，应用领域及应用前景）  **（三）建设思路**  **（四）仪器设备**  **1.教学仪器设备**   | **序号** | **设备名称** | **主要技术参数** | **数量** | **单价**  **（元）** | **金额**  **（万元）** | | --- | --- | --- | --- | --- | --- | | 1 |  |  |  |  |  | | 2 |  |  |  |  |  | | 3 |  |  |  |  |  | | …… |  |  |  |  |  |   **2.办公家具**   | **序号** | **名称** | **规格参数** | **数量** | **单价**  **（元）** | **金额**  **（万元）** | | --- | --- | --- | --- | --- | --- | | 1 | 小方凳 |  |  |  |  | | 2 | 资料柜 |  |  |  |  | | 3 | 空调 |  |  |  |  | | …… |  |  |  |  |  |   **（五）平面布置图（附实训（基地）室整体效果图和详细的平面布置图）**  （提供实训室详细的设备平面布置图和整体效果图，画图时根据每个工位容纳的学生人数预留一定的空间，资料柜、空调、桌椅等摆放位置等信息均应体现出来）  **（六）辅助条件**  （对新建房屋、现有用房改造、空调安装、特殊水电设施等配套设备的具体要求）  **（七）内涵建设**  （包括6S建设、规章制度、项目任务书指导书、行业企业规范、企业文化标语、各类标线标牌标识等，此处可列清单，具体材料另附）  **（八）进度安排**   |  |  |  |  | | --- | --- | --- | --- | | **序号** | **建设内容** | **计划完成时间** | **负责人** | | 1 | 项目立项 | 年 月 |  | | 2 | 项目招标 | 年 月 |  | | 3 | …… | 年 月 |  | |  | 安装调试 | 年 月 |  | |  | 内涵建设 | 年 月 |  | |  | 项目验收 | 年 月 |  | |  | 投入使用 | 年 月 |  |   **（九）预期效果** |

三、二级院（部）论证

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| **专业教师论证** | **姓名** | | **职务** | **讲授主要课程** | | **签字** |
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| **论证意见**  **组长签字：　　　　　　年　　月　　日** | | | | | |
| **专家论证** | **姓名** | **单位** | | | **职务** | **签字** |
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| **论证意见**  **组长签字：　　　　　　年　　月　　日** | | | | | |
| **部门意见：**  **负责人签字：　　　　　　年　　月　　日** | | | | | | |

四、学校论证

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| **姓名** | **单位** | **职务** | **签字** |
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| **论证意见：**  **组长签字： 　　　　年　　月　　日** | | | |

五、审核意见

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| **教务处审核意见：**  **负责人签字：　　　　　　年　　月　　日** |
| **教学工作委员会审核意见：**  **负责人签字：　　　　　　年　　月　　日** |
| **学校审核意见：**  **（盖章）　　　　　　年　　月　　日** |