**\_\_\_\_\_\_\_\_\_\_\_\_学院 系 毕业设计开题阶段抽查记录 日期­ 地点\_\_\_\_\_\_\_\_\_\_\_\_**

**答辩组号： 评委人员： 、 、**

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| **序号** | **学生** | **指导教师** | **设计（论文）题目** | **任务书** | | | | **开题报告** | | | | | | **指导记录** | | **答辩情况** | | **备注** |
| **签名** | | | **内容要求** | **课题背景意义** | **主要内容与方法** | **综述、翻译、调研报告** | **文档格式规范** | **签名** | | **次数** | **填写**  **情况** | **学生汇报与答辩情况** | **评委提问情况** |
| **教师** | **学生** | **负责**  **人** | **教师** | **负责人** |
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**签名记录符号：有、使用“√”，无、使用“×”。**  **检查人员签名：**