

Step1 :

(1)進入「教務學務系統」點選左側列表「課程獎勵」→(2)選擇「提升課程品質發展獎勵_優質EMI課」程項目 →(3)點選「申請學年期」後按「新增」進入編輯畫面。



- 顯示程式代碼
- 1** 教務系統(Academic) ▲
- 課程獎勵 ▼
- 招生考試 ▼
- 課程課務(Curriculum) ▼
- 選課(Course Selection) ▼
- 成績(Score) ▼
- 暑修作業 ▼
- 列印及排考(Printing & Exam Arrange) ▼
- 鐘點費/授課學分數 ▼
- 教學暨課程評量(Teaching and Courses Evaluation) ▼
- 教學助理 ▼
- 語言檢定 ▼
- 學務系統 ▼
- 問卷系統 ▼

- 教務系統(Academic) ▲
- 課程獎勵 ▲
- 課程獎勵申請 ▲
- 提升課程品質發展獎勵
- Reward on the Enhancement of Course Quality
- 2** 提升課程品質發展獎勵優質EMI課程 (中)
- Reward on the Enhancement of Course Quality : EMI Courses (英)
- 教學計畫獎

【提醒】
1.非校定EMI課程無法送出申請。
2.一張申請表僅申請一門課程獎勵；若申請2門課程，需填寫2張申請表，謝謝。

查詢畫面

3 申請學年期： 113 ▼ 1 ▼

課程名稱：

3 新增 刪除 查詢

SPM2020_提升課程品質發展獎勵-優質EMI課程

Step2 :

(4)進入編輯畫面後填寫相關資料(* 為必填選項)→(5)填寫完畢請記得先「存檔」後再「送出」至主管簽核。

【重要】
不要忘記!!先「存檔」後再「送出」。

提升課程品質發展獎勵-優質EMI課程

【編輯畫面】- 新增

回查詢頁 存檔 送出

基本資料

4 收件編號: (系統自動產生)

收件日期: 114/01/03

申請人姓名:

單位*: 北醫學院: , 系所學位學程:

附醫 萬芳 雙和

校內分機:

行動電話:

電子郵件:

課程名稱*: [授課進度表查詢](#)

備註:

申請獎勵項目

附件上傳

選擇檔案 未選擇任何檔案 附檔說明: 附加

附加完請再點選「存檔」

附件上傳: 說明

Step1 :

- (1) Log in the "Academic Affairs System" and click on "Course Incentives" in the left menu →
- (2) Select the "Course Quality Enhancement Development Premium EMI Course" program →
- (3) Select the "Application Academic Year/Semester" and click "Add" to enter the editing screen.

The screenshot shows the Academic Affairs System interface. On the left, a navigation menu is visible with 'Academic Affairs System' (教務系統) highlighted by a red box and a blue circle '1'. Below it, 'Course Incentives' (課程獎勵) is also highlighted with a red box and a blue circle '2'. The main content area shows a dropdown menu for 'Course Incentives' with 'Course Incentives Application' (課程獎勵申請) selected, and a sub-menu where 'Course Quality Enhancement Development Premium EMI Course' (提升課程品質發展獎勵優質EMI課程) is highlighted with a red box and a blue circle '2'. At the bottom, the 'Apply for the Academic Year/Semester' field is set to '113' and '1', highlighted with a red box and a blue circle '3'. To the right of this field, the 'Add' button is highlighted with a red box and a blue circle '3'. A yellow reminder box is overlaid on the right side of the screen.

[Reminder]

1. To be eligible for application, the course must have 'E' in its course code and meet the quality requirements
2. One application form is for one course incentive only; if applying for 2 courses, please fill out 2 application forms, thank you.

Step2 :

- (4) Enter the editing screen and fill in the relevant information (indicates required fields) → (5)
Once completed, remember to "Save" first and then "Submit" for supervisor approval.

【 Important 】

Don't forget!! Save the form first, then submit it.

【Edit page】 - Add

Back Save Send

4 Basic information

receipt number : (auto)

applicant's name :

Ext. :

E-Mail :

Remark :

application date : 114/01/03

College Department Institute * : TMU College of : , Department Degree

Program :

Cell phone :

course name * : Courses Evaluation

apply for award items

Additional upload

Additional upload : Select File Description: Attach File

Please save the file after uploading an attachment.

Preview	Description