Approved at the teaching quality meeting at the second semester, Academic Year 2008

Flow Chart of Teaching Plan

Procedures to be completed within three weeks before the first-stage course selection according to the Academic Calendar

✓Teaching Service Section sends e-mails to notify faculty of completing their on-line teaching plans and self-assessment.

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✓Faculty receiving a notice must complete both online teaching plans and self-assessment in about one week.

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Procedures to be completed within one week before the first- stage course selection

✓Teaching Service Section sends an e-mail to notify the Chairperson of the Department of reviewing and approving faculty's online teaching plans in three days.

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✓Teaching Service Section compiles collected data regarding faculty's teaching plans and self-assessment.

✓Courses lacking of teaching plans will not be eligible for online course selection.

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Start of the first- stage course selection

✓The on-line course selection system will not display courses lacking of teaching plans and self-assessment.