

東海大學微課程說明

THU - Description of Micro-Course Curriculum

(一) 微課程係各院系推動跨領域之教學創新及整合式課程，於正式課程外，所規劃特定主題之系列學習活動，達成該主題的認知或技能習得為學習目標。

I. Micro-course refers to the innovative teaching and integral course promoted by departments and colleges. It consists of a series of learning activities designed to achieve the goal of subject recognition, or skill acquiring outside the formal courses.

(二) 課程規範：

II. Regulations:

1. 開設於各學院，課程進行方式以演講及講座、工作坊、實作研習、模擬競賽等，短時性且簡練之課程規劃，並得邀請業師及本校專兼任教師協同授課。

A. The course shall be conducted at each department or college, and shall be in the form of lecture, seminar, workshop, practical exercise, and imitative contest, etc. Experts/ specialists or full-time teacher of this university can be invited to jointly conduct short-term and concise courses.

B. 開課單位需檢附微課程申請表，並經院課程委員會及教務處審核通過。

B. The course opening unit shall submit the *Application Form for Micro-Course Curriculum* for the approval of the Collegiate Curriculum Committee, and the Academic Affairs Office.

(三) 開課及選課方式：

III. Course opening and selecting procedures:

1. 如經審核通過，依開課單位規劃及公告選課時程登記加選，需於該課程之開課資料備註「本課程為微課程」。

A. The responsible unit, after acquiring the approval, shall mark the title "Micro-course" on the course opening information sheet.

2. 每系列學習活動負責教師規劃該系列學習活動之課程形式、師資專長、課程大綱、授課進度與內容，並使用本校 TronClass 教與學的數位平台即時融入教學互動模式，

記錄學生出缺席、考核學習成效等相關事務。

B. Each micro-course teacher shall be responsible for planning the form, teacher's specialty, syllabus, schedule, and content of the course. Teacher shall record students' absence/attendance incident, learning effect and other related matters, through incorporating the TronClass digital platform into the teaching-learning interactive mode.

3. 學生修習微課程時段不得與其他課程衝堂。

C. The micro-course taken by the student shall not run counter to any other course.

(四) 學分採計：

IV. Credit:

1. 依規定相同主題系列課程之每一單元應以 18 小時為單位設計，依規定修習每一單元系列學習活動 (18 小時)，可獲 1 學分認證。

A. Each unit of the same subject belonging to one single series shall be counted on the 18-hour basis equaling to one credit.

2. 每學期末由課程負責教師登錄成績，成績納入學期、學年、畢業成績平均計算。

B. Student's performance shall be recorded at the end of each semester.

Performance of each course shall be averaged by adding to the performance of each semester, academic year, and the result of graduate exam.

3. 學生不得修習與原修習之正式課程名稱相同之微課程，亦不得重複修習主題相同之微課程。

C. Students shall not take any micro-course with the same title of the formal course, nor take the same micro-course twice.

(五) 本校專任教師擔任微課程授課鐘點數，以 1 小時授課時數計算。

V. Teaching hour of the micro-course shall be counted on one-hour basis.

東海大學微課程申請表

Application Form for Micro-Course Curriculum

申請學年期 Academic year/ semester	學年 _____ (academic year)	第 _____ 學期 _____ (semester)
主辦學院 Organizing college		合作學院/無則免填 Cooperative college (if any)
課程名稱 Course title		
負責教師 Course teacher		
學分數 Total credits	課程學分 _____ 學分 / 以 18 小時為一學分之 單元設計 Course credit: _____ / 18 hours equal to one credit	
授課時段 Teaching period	學期周次/星期： No. of week/ weekday: _____	節次： No. of class: _____
申請原因 Reason for application		
課程進行方式 Course procedures		
學院審核 Approved by the college	本案業經 _____ 年 _____ 月 _____ 日 院課程委員會通過 Approved by Colligate Curriculum Committee on _____ (day), _____ (month), _____ (year)	
承辦人簽核 Approved by the organizer		聯絡電話： Tel: _____ Mobile: _____

院 長 簽 核

Approved by the
dean of department