## 

## **附件Appendix 1 申請表 Application Form**

**一、基本資料 Personal Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **召集人**  **Facilitator** | 姓名 Name： | | 職稱 Position： | |
| 公務信箱 School email address： | | | |
| 服務單位 Department： | | | |
| 校內分機 On-campus extension： | | 手機號碼Mobile phone number： | |
| **社群成員**  **Members** | **※ 社群成員須由至少3位不同系所/學院之本校教師組成，1位教師以參加1個社群為限。**  **The multidisciplinary peer observation community shall be composed of a minimum of 3 teachers from different departments/colleges at NCHU. Each teacher may only join one community.** | | | |
| **姓名**  **Name** | **服務單位**  **Department** | **職稱**  **Position** | **公務信箱**  **School email address** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| 欄位不足可自行增列 Insert new row(s) if needed. | | | |

**二、活動規劃 Event Planning**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **活動規劃Event Planning** | **※ 每位社群成員應進行至少1次50分鐘之開放觀課(或教學演示)，並擔任觀課者角色(含完成問卷、參與課後討論)至少1次。**  **Each member shall conduct at least one 50-minute class (or teaching demonstration) and invite colleagues into their classes to observe lessons; additionally, serves as an observer (including completing observation form and participating in relevant pre-/post meetings) at least once along the implementation period.** | | | | |
| **活動日期**  **Activity**  **Date** | **形式**  **Activity Categories** | **授課教師**  **Lecturer** | **觀課者**  **Observers** | **活動內容**  **Details of the activity** |
|  | □課前討論pre-observation meeting  □同儕觀課  Peer observation  □教學演示 Teaching demonstrations  □ 課後討論post-observation meeting |  |  |  |
|  | □課前討論pre-observation meeting  □同儕觀課  Peer observation  □教學演示 Teaching demonstrations  □ 課後討論post-observation meeting |  |  |  |
|  | □課前討論pre-observation meeting  □同儕觀課  Peer observation  □教學演示 Teaching demonstrations  □ 課後討論post-observation meeting |  |  |  |
|  | □課前討論pre-observation meeting  □同儕觀課  Peer observation  □教學演示 Teaching demonstrations  □ 課後討論post-observation meeting |  |  |  |
| 欄位不足可自行增列 Insert new row(s) if needed. | | | | |

**三、經費預算總表 Budget** (灰色字為參考範例，如有其他需求項目，可自行增減。)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **經費項目**  **Particulars** | | **計畫經費明細Requested Budget** | | | |
| **單價(新臺幣)**  **Unit Price (NTD)** | **數量**  **Quantity** | **小計(新臺幣)**  **Subtotal (NTD)** | **說明 Description** |
| 業  務  費  Operating Expenses | 公開教學演示(工作坊形式) |  |  |  | 校內講師費1000元/時。 |
| 膳費 |  |  |  | 午餐/晚餐時段討論活動餐費 100元/人。 |
| 工讀金  （勞動型） |  |  |  | 協助活動辦理(時薪176元) |
| 勞保 |  |  |  | 機關負擔 |
| 勞退金 |  |  |  | 機關負擔  (投保級距\*6％) |
| 健保補充保費 |  |  |  | 機關負擔  (所得\*2.11％) |
| 影印費 |  |  |  | 活動講義影印費 |
| 雜支 |  |  |  |  |
| 合計 Total | | NTD： | | | |