

## Policy: Class summary (for 2019 onwards)

### 政策：课堂摘要（自 2019 年起）

#### Purpose

##### 目的

To describe the standards which underpin the University's provision of coursework class summaries.

描述本校授课类课堂摘要的基本标准。

#### Overview

##### 综述

Guidance for provision of class summaries for each coursework course instance in a teaching period.

为教学期内每个授课类课程提供课堂摘要指南。

#### Scope

##### 范围

This policy applies across the University.

本政策在整个学校范围内都适用。

## Policy statement

### 政策声明

**This policy applies from 2019 onwards.**

本政策自 2019 年起适用。

## Principles

### 原则

1. ANU coursework classes have summaries that are:

澳大利亚国立大学课程的摘要如下：

- In alignment with the strategic directions of the University;  
与大学的战略方向保持一致；
- Consistent with the Higher Education Standards Framework (Threshold Standards);  
符合高等教育标准框架（门槛标准）；
- Consistent with the academic standards of the University, as set out in University policies; and  
符合大学政策中规定的大学学术标准；并且
- Provided to students in an accessible and timely fashion.  
以便于获得且及时的方式提供给学生。

## Provision of Class Summaries

### 课堂摘要的提供

2. Every student enrolled in a coursework course at ANU is given access to current and accurate information about that particular course for each teaching period and published on the University's online handbook, Programs and Courses, class summary page. Students are able to access that information no later than two weeks prior to the start of teaching of the relevant class.

每位在澳大利亚国立大学注册就读课程的学生都可以在每个教学期间获得有关该课程的最新准确信息，并且该信息发布在大学的在线手册、项目和课程及课堂摘要页面上。学生至少可以在相关课堂教学开始前提前两周访问该信息。

3. When changes to the class summary template in the Curriculum Management System are required, the consultation process is managed by the Academic Standards and Quality Office.

当需要更改课程管理系统中的课堂摘要模板时，由学术标准与质量办公室负责管理相关咨询工作。

4. The Academic Quality Assurance Committee approves changes to the class summary template.

学术质量保证委员会负责审批对课堂摘要模板的改动。

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