

PER024M_登錄學類負責人

功能說明：本作業提供使用者登錄學類負責人。

作業畫面：

The screenshot shows the 'PER024M_登錄學類負責人' (Registration of Course Category Responsible Person) interface. The top navigation bar includes the university name '國立空中大學' and the system name '教務行政資訊系統'. The user is logged in as '周○○' (Zhou ○○○) with the role of '面授教師' (Face-to-face Teacher) and is currently in the '106' academic year. The interface features a left-hand menu with various administrative options. The main content area contains a form with the following fields: '學年期' (Academic Year) set to '106', '學系' (Department) set to '人文學系' (Department of Humanities), and '是否已交付' (Whether delivered) set to '未交付' (Not delivered). Below the form are buttons for '複製' (Copy), '新增' (Add), '清除' (Clear), and '查詢' (Query). At the bottom, there are buttons for '全選' (Select All), '全不選' (Deselect All), '刪除' (Delete), '交付' (Deliver), and '解除交付' (Cancel Delivery). A table below the buttons shows the current data: one entry for '教育類' (Education Category) with a responsible person of '黃○○' (Huang ○○○) and a credit reduction of 18. The table has columns for '學類' (Category), '負責人' (Responsible Person), '折抵時數' (Credit Reduction), and '交付註記' (Delivery Note).

操作說明：

● 新增

點選**新增**鈕

The screenshot shows the '新增' (Add) form for PER024M. The form is titled '【編輯畫面】- 新增'. It contains the following fields: '學年期' (Academic Year) set to '106', '學系' (Department) set to '人文學系' (Department of Humanities), '學類' (Category) set to '外國語文類' (Foreign Language Category), '每週折抵時數' (Credits per week) set to '2', '授課教師' (Instructor) set to '周○○' (Zhou ○○○), and '每學期折抵時數' (Credits per semester) set to '36'. Below the form are buttons for '回查詢頁' (Return to Query Page), '新增' (Add), '清除' (Clear), and '存檔' (Save).

1. 紅色星號為必填
2. [學年]：請自行輸入"學年"、下拉選擇"學期"
3. [學類負責人]：請自行輸入代號或開輔助窗選取
4. [學類代號]：請自行輸入
5. [學系代號]：請下拉選擇
6. 確認資料無誤後，按下**存檔**

● 查詢

請自行輸入"學年"、下拉選擇"學期"，按**查詢**，畫面下方即出現資料

The screenshot shows the query results for PER024M. The form at the top has '學年期' (Academic Year) set to '106' and '學系' (Department) set to '社會科學系' (Department of Social Sciences). The '是否已交付' (Whether delivered) field is set to '已交付' (Delivered). Below the form are buttons for '複製' (Copy), '新增' (Add), '清除' (Clear), and '查詢' (Query). At the bottom, there are buttons for '全選' (Select All), '全不選' (Deselect All), '刪除' (Delete), '交付' (Deliver), and '解除交付' (Cancel Delivery). A table below the buttons shows the query results: one entry for '教育類' (Education Category) with a responsible person of '黃○○' (Huang ○○○) and a credit reduction of 18. The table has columns for '學類' (Category), '負責人' (Responsible Person), '折抵時數' (Credit Reduction), and '交付註記' (Delivery Note).

- 刪除

1. 執行 ，資料顯示於畫面下方
2. 勾選 欲刪除資料按
3. 出現”確定刪除該筆資料”的訊息，選’確定’則刪除

- 交付

確認資料無誤，按交付，即完成資料送出