**附件2 ：**

**试卷保密交接表**

（出卷教师负责打印，并放在样卷密封袋内）

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **课程名称** | |  | | | **适用学期** |  |
| **考试班级** | |  | | | | |
| **出卷时间** | |  | **出卷教师** |  | **审核人** |  |
| **样卷接触人员（以下信息手写）** | | | | | | |
| **序号** | **事项** | | | **接触时间** | **接触人员签名** | |
| 1 | 出卷 | | |  |  | |
| 2 | 参与出卷（可选） | | |  |  | |
| 3 | 检查试卷（可选） | | |  |  | |
| 4 | 审核1 | | |  |  | |
| 5 | 审核2 | | |  |  | |
| 6 | 印制 | | |  |  | |
| 7 |  | | |  |  | |
| 8 |  | | |  |  | |
| 9 |  | | |  |  | |
| 10 |  | | |  |  | |