Chapter 12
Modern Educational Technique Center Educational Media Management based on Design and Practice of Questionnaire

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ABSTRACT
Questionnaire on teachers periodically based on traditional and passive equipment management mode is put forward in order for better equipment maintenance, for the teaching demand and for maximize utilize of educational media. Questionnaire content is composed of educational media technique training, equipment faults, utilize and demand of electrified education resource and job evaluation. Practice has shown that questionnaire that was favorably reviewed in school has made manager have an insight into the operation of equipment and teaching demand, improved educational service level.

INTRODUCTION
As manager and maintainer of educational media and equipment, modern educational technique center take on the work of media operation training, software and hardware maintenance, prompt elimination of errors in equipment and so on. It is necessary for technical personnel to have technique of maintain of computer software and hardware, debugging multimedia system, modifying equipment. But as Lab manager, another important work is teaching service. It is more necessary for us to mastery the actual need of teaching, communication with equipment operator in order to better development of work. It is the important research project in our work.
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