

PERFORMANCE APPRAISAL REPORT-II

SELF APPRAISAL

A. General Information

- (a) Name :
 (b) Address (Residential) :
 (c) Designation :
 (d) Department :
 (e) Date of Birth :
 (f) Area of specialisation :
 (g) Date of appointment :

(i) In the Institution :

(ii) On the Present Post :

B. Teaching

(a) Classes Taught :

Classes	Periods		
	Assigned per weak ** L T/P	Taught in the Year **L T/P	Steps taken for the teaching of periods missed during absence of leave
	(1)	(2)	(3)
(i) U.G. (B.A./ B.Sc. Pass) (B.A./ B.Sc. Hons) (ii) PG (M.A./M.Sc.) (iii) M.Phil. (iv) Any others			

- (To be filled at the end of every academic year)
- L= Lecture T= Tutorial P= Practical

- (b) Regularity and punctuality :
 (c) Details of course teaching plan, synopses of lectures and reading lists supplied of students :
 (d) Details of participation in the following :
 (i) University evaluation :
 (ii) Internal evaluation :
 (iii) Paper setting :
 (iv) Assessment on Home assignments :
 (v) Conduct of examinations :
 (vi) Evaluation of dissertations etc. :

C. Details of Innovations/ Contribution in Teaching, during the year:

- (a) Design of curriculum :

- (b) Teaching methods :
- (c) Laboratory experiments :
- (d) Evaluation methods :
- (e) Preparation of resource materials,
Including books, reading materials,
Laboratory manuals etc. :
- (f) Remedial teaching, student
Counselling (academic) :
- (g) Any other :

D. Improvement of Professional Competence :

- (a) Details regarding refresher courses/ orientation attended :
- (b) Participation in summer schools/workshop, seminars, symposium etc.:

E. Research Contribution :

- (a) Number of students (M.Phil. / Ph.D.)

	At the beginning of the year	Registered during the year	Completed during the year

- (b) Number of research papers published (Please enclosed list) :

- (c) Research Projects

Title of the project	Name of the funding agency	Duration

- (d) Details of Seminars, Conferences, and Symposia organized :

- (e) Patents taken, if any, give a brief description :

- (f) Membership of Professional Bodies,
Editorship of Journals etc. :

F. Extension Work/ Community Service

- (a) Please give a short account of your contribution to

- (i) Community work such as values of National integration, secularism.

Humanism, peace, scientific temper, flood or drought relief, small family norms.

- (ii) National Literacy Mission :

- (b) Positions held/leadership role played in organization linked with

Extension Work and National Service Scheme (NSS), or NCC

or any other activity of similar nature :

G. Participation in Corporate Life :

Please give a short account of your contribution to

- (a) College/University/Institution :

- (b) Co-curricular activities :

- (c) Enrolment of campus life
(hostel, sports, games, cultural activities) :
- (d) Students' Welfare and Discipline :
- (e) Membership / Participation in Bodies /
Committees on Education and National
Development. :
- (f) Professional Organization of Teachers :

H. Assessment

- (a) Steps taken by you for the evaluation of the course programme taught.

I. General Data

State brief assessment of your performance including

- (a) Achievements :
- (b) Difficulties faced :
- (c) Suggestions for improvement :

Signature of the Teacher

J. Verification of factual data

- A. General Information :
- B. Teaching :
- C. Details of Innovations / Contribution in
Teaching, during the year :
- D. Improvement of Professional Competence :
- E. Research contribution :
- F. Extension work / Community Service :
- G. Participation in Corporate Life :