

## PERFORMANCE APPRAISAL REPORT – I 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 weak **L	per 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 to 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 :

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15-09-23

- 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
M. Phil			
Ph. D			

- (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 :

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- 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 contributions:
- F. Extension work / Community Service:
- G. Participation in Corporate Life:

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15/09/23

*Dr. G. M. M. M.*  
15.09.2023