



Annual Performance Appraisal Report for Teaching Staff

(Appraisal to be filled in with relevant proof/evidence by the faculty)

Academic Year.....

1. General Information

- Name:
- Designation:
- Department:
- DoB:
- Area of specialization:

II. Academic Qualifications:

Exam passed	Board/Council/University	Subject	Year	Division/Grade
HSLC				
HS				
UG				
PG				
P.PHIL				
Ph.D				
Other Degree/Diploma/Certificate				

III. Improvement of Professional Competence:

(Details regarding Orientation Programme, Refresher Course, Summer/Winter School/ Induction Proramme/ Short Term Course/ FDP etc.

IV. Academic activities:

Title of Books/Journals/Book Chapters/Class Videos/ Preparation of study materials/Syllabus designing etc	Year of publication	ISSN/ISBN	
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V. Minor/Major Research Projects during the Session:

Title of the Project	Funding agency	Duration

VI. Seminar/Webinar/Conference/Workshop etc attended/paper presented.

Theme	Sponsoring agency	Attended/paper presented	Place & Date

VII. Teaching

a. Classroom transactions/ Engagement in field visits/education tour for experiential learning of the students

Class	Assigned per week	Taught	Steps against absence or leave
HS/UG			
PG			
Other			

b. Classes for Add on/Certificate Courses/ remedial classes.

Class	Assigned per week	Taught	Steps against absence or leave
HS/UG			
PG			
Other			

VIII. Details of the Examination related duties (Supervising Officer/Question Paper Setter/Evaluation works/ External Examiner for practical examinations)

IX. Innovative Contribution in teaching learning:

- a. Curriculum designing
- b. Innovative Teaching method
- c. Use of ICT in teaching learning
- d. Laboratory experiment
- e. Evaluation method
- f. Others:

X. Contribution to corporate life of the College: