

Appendix- 2: Sample formats for Teacher appraisal Reports

(Source: UGC)

Format- 1

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

a) Name : Prof. Uma Rayanagoudar

b) Address (Residential) : Uma Rayanagoudar

Dasar oni near laxmi temple , Gadag

TQ: Gadag

Dist: Gadag -582101

Ph. No. : 9880551236

c) Designation : Assistant Professor

d) Department : Economics

e) Date of Birth : 01-06-1992

f) Area of Specialization : Economics

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
High School	K S. E Board, Bangalore	Kan, Hin, Eng, Math, Sci, Social. Science	May-2008	First Class
Higher Secondary or Pre-degree	K. P. U Board Bangalore	Kan, Eng, History, Sociology , Political Science , Economics	March-2010	Second Class
Bachelor's Degree (s)	B.A. KU Dharwad	Kan, Eng, Political Science, Economics History	May-2013	First Class with Distinction
Master's Degree (s)	M.A. K.R.Bellada college Mundaragi	Economics	April 2015	First Class with Distinction
Bachelor's Education	B.Ed	P.P.G COLLEGE OF EDUCATION GADAG	2022	First Class with Distinction

* **Teachers** already in employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

ii) Research Experience & Training

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil or equivalent	-	-
Ph.D.	-	-
Post-Doctoral	-	-
Publications (give a list separately)	-	-
Research Guidance (give names of students guided successfully)	60	K.S.S.P.G.Center Gadag
Training (please specify)	-	-
Refresher Courses/ Orientation Courses		
IV. FDP		

Publication

ii) Non –refereed but recognized and reputable journals and periodicals , having ISBN/ISSN numbers.

S No	Title with page No's	Journals / Periodicals	ISSN/ISBN No	Remarks
1				
2				

B) Research Projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks

C) Seminars, Conferences, Symposia Workshops etc. attended and Presented papers

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date
I.SEMINARS:	1.	
	2.	
II.Conference:	1.	
III. Symposia:		
III.WORKSHOP	1. “ one day State level Workshop on Use of ICT in Teaching, learning and evaluation process	k.s.s college & pg center gadag – 23-03-2019
	2.	

iii) Teaching Experience

Courses Taught	Name of the University/ College / Institution	Duration
iv) U.G. (B.A./B.Sc., etc. Pass) (B.A./B.Sc. etc. Hons.)	K S S College, Gadag. Govt PU.COLLEGE, Gadag.	-5 Years -1 Years
v) P.G. (M.A./ M.Sc., etc.)	K S S College, PG Center Gadag.	5 years
vi) M.Phil		

vii) As a BOS Member				

Total Teaching Experience : 05 Years

a) Under-graduate (Pass) : 05 Years

b) Under-graduate (Hons): _____

c) Post-graduate : 05 years

viii) Innovations/Contributions in Teaching

a) Design of Curriculum :

b) Teaching methods :

c) Laboratory experiments :

d) Evaluation methods Objective, Descriptive short answer, essay, check list, Seminar observation, , Homework, Group discussion, Field study, etc

e) Preparation of resource material : PPT, You Tube Channel, Charts, , Internet

f) Including books, reading materials,: Encyclopedia, Articles, Reading Resource books Journals, Magazines, Materials, and various teaching aids Laboratory manuals etc. : text books etc, used.

g) Remedial Teaching / Student : Remedial Classes
Counseling (academic) Conducted to students, Guidance and Counseling to the student. Regularly Providing books and tips to low IQ Students.

h) Any Other : Seminars, Tutorials, Tests, Group discussion, Field work, Education Tours conducted to the students,

ix) Extension Work/Community Service:

a) Please give a short account of your contribution to:

i) Community work : such as values of National Integration, Swaccha Bharat Abhiyan, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission

b) Positions held/Leadership role played in organizations linked with Extension Work and National Service Scheme (NSS), or NCC or any other similar activity :

D. Participation in Corporate Life:

Please give a short account of your contribution to :

- a) College/University/Institution:
- b) Co-curricular Activities : Programmes conducted open Indian Constitution Day
- c) Enrichment of Campus Life:
(Hostels, sports, games, cultural activities).
- d) Students Welfare and Discipline
 - * Counseling and guided to the students for the placement and PG courses.
- e) Membership/Participation in Bodies/Committees
on Education and National Development
- f) Professional Organization of Teachers.

E. (a) Membership of Professional Bodies, Societies etc.

- (b) Editorship of Journals

F. Any other information

(Signature of the Teacher)

Format- 2

**PERFORMANCE APPRAISAL REPORT
FOR SELF APPRAISAL OF TEACHERS**

A. *General Information*

- a) Name : Prof. Uma Rayanagoudar
- b) Date of Birth : 01-06-1992
- g) c) Address (Residential) : Uma Rayanagoudar
Dasar oni near laxmi temple , Gadag
TQ: Gadag
Dist: Gadag -582101
Ph. No. : 9880551236
- d) Designation: Assistant Professor
- e) Department : Department of Economics
- f) Area of Specialization: Economics
- g) Date of Appointment : 2018
- (i) in the institution : 2018
- (ii) in the present post : Assistant Professor
- h) Honors Conferred : ----

B. Teaching

(a) Classes Taught

Class	Periods		
UG B.A. (Pass) B.A.-I Semester to VI Semester and Non Semester	Assigned per week **L T/P (1)	Taught in the year **L T/P (2)	Steps taken for the teaching of periods missed during absence or leave (3)
B.A.-I Semester to VI Semester and Non Semester	Theory/ Practical 16 Hrs	Theory/ Practical 16X8 = 128 Hrs	Adjust to other staff members
ii) PG (M.A./M.Sc.etc.) iii) M.Phil iv) Any other			

* (To be filled at the end of every academic year)

** L=Lecture T=Tutorial P=Practical

b) Regularity and Punctuality : Yes

c) Details of course teaching plan, synopses of lecturers, and reading lists supplied to students : Yes

d) Details of participation in the following : Yes

(i) University Education : Yes

(ii) Internal Evaluation : Yes

(iii) Paper Setting : -

(iv) Assessment of Home assignments: Yes

(v) Conduct of Examinations : Yes

(vi) Evaluation of Dissertation etc. : -

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

a) Design of curriculum: Yes (Design and Redesign of curriculum regularly).

b) Teaching methods : Yes

LCD Projector, Google Class Room, Computer and other teaching aids and modern teaching methods used in class rooms.

c) Laboratory experiments :

d) Evaluation methods : Yes

Objective, Descriptive short answer, essay, check list, seminar observation, workshop assignment, Homework, etc used in college

e) Preparation of resource material including books, Reading materials, laboratory manuals etc. : Yes

Resource books Journals, Magazines, Encyclopedia, Articles, Reading materials and various teaching aids text books etc, used.

f) Remedial Teaching / Student Counseling (academic)

Conducted to students, Guidance and Counseling to the student. Regularly providing books and tips to low IQ Students.

h) Any other: Seminars, Tutorials, Tests, Group discussion, Field work, conducted to the students.

D. Improvement of Professional Competence:

(a) Details regarding refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposia etc. including open university courses / M.Phil., Ph.D.

E. Research Contributions:

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) No. of research papers published (please enclose list)

S No	Title with page No's	Journals / Periodicals	ISSN/ISBN No	Remarks
1				
2				

c) Research Projects:

Title of the Project	Name of the funding Agency	Duration	Remarks

d) Details of Seminars, Conferences, 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, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

ii) National Literacy Mission

- b) Positions held/Leadership role played in organizations linked with Extension work and National Service Scheme (NSS), or NCC or any other similar activity.

G. Participation in Corporate Life:

Please give a short account of your contribution to:

- a) College/University/Institution
- b) Co-curricular activities
- c) Enrichment of campus life
(hostels, sports, games, cultural activities)
1. Chairman, Science Association.
- d) Students welfare and Discipline
- e) Membership/Participation in Bodies/Committees on :
Education and National Development :
- f) Professional Organizations 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 indicating

- (a) achievements,
(b) difficulties faced and
(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

(Signature of the Person authorized*)

*By a person to be nominated by Principal/Vice-Chancellor.