

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 : Suresh . M . Hosamani
- b) Address (Residential) : Sharanabasweshvar Nagar near
Sharanabasweshvar High School
Kanginhal Road
GADAG- 582102
KARNATAKA
sureshhosamani563@gmail.com
<https://sureshhosamani.blogspot.com>
Cell no:- 9901300614
- c) Date of Birth : 11/ 10 / 1993
- d) Department : Department of Studies in ENGLISH
K.S.S Arts, Commerce and Science
College ,Gadag
- e) Area of Specialization : 1) British Literature
2) Indian English Literature
- f) Designation : Assistant Professor in English.
Guest Faculty

A) Academic Qualifications M.A. (ENGLISH)

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
High School (SSLC)	S.S.LC. Board, Bengaluru.	Kannada English Hindi Mathematics Science Social Science	2009	First Class.
Higher Secondary or Pre-degree (PUC)	Pre- Uni, Board, Bengaluru	Kannada English History Economics Sociology Political Science	2012	Second Class
Bachelor's Degree B.A	Karnataka University Dharwad	Kannada English Optional English Indian History- Archaeology	2015	First Class
Master's Degree (s) M.A	Government First Grade College Gadag	English	2017	First Class

K-SET	University of Mysore	English	2021	First Class
Other Diploma / Certificates etc.		-	-	-

ii) Research Experience & Training

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil or equivalent (M.Phil)	-	-
Ph.D. (Ph.D.)	-	-
Post-Doctoral	-	-

Publications :

- 1) Role of Media in Nation Integration ,Printed in ASC,AMU
News Vol.3.1 Alligarh

Research Guidance (give names of students guided successfully)	-	-
Training (please specify) Training and orientation programme for NSS officers. R.C. R.C Global Skill enhancement training programme. Global Skill enhancement training programme	-	-

B) Research Projects carried out :

Title of the Project	Name of the funding Agency	Published	DATE
Post- Colonial Feminine Identity in Manju Kapur's Novels	Indian Literature and Culture Today A peer –Reviewed Inter-Disciplinary International Research Journal	UGC Approved Journal no 64362 ISSN-2395-3721	February 2018
Humanism and Love in Rabindranath Tagore's Gitanjali	Thematics A peer –Reviewed International Research Journal of English Studies	ISSN 0975-8313	January 2020
Glimpses on Aristotelian Tragedy	International Journal of Enhanced Research in Educational Development	UGC Approved Journal no 2799 ISSN-2320-8708	21 January 2023
Allama Void to Infinity	Self –Author Published	Yet Published ISBN-978-93-5786-383-4	-

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Ref.Id	Name of the Sponsoring Agency	Place and Date
1. Innovative Pedagogy in English - Experiential learning.	F19740853824	Central Board of Secondary Education Chennai	26 /02/ 2019
2. Content and Time Management	G36001488790	Central Board of Secondary Education Prayagraj	24/06/2019
3. Embracing Multilingualism in Classrooms	G50009441034	Central Board of Secondary Education Bengaluru	15 /01/ 2020
4 . Importance of Gratitude	G29001489312	Central Board of Secondary Education Training Headquarters Delhi	09 /06 /2021
5. Teaching and Learning Styles	G14001489196	Central Board of Secondary Education Prayagraj	10 / 01 /2021
6. Values Education and its Significance	CBSE/OS/2020/P/4 1366	Central Board of Secondary Education Patna	08 / 06 /2021
7. Focusing on Competency Based Education	CBSE/OS/2020/W/ 69866	Central Board of Secondary Education Delhi West	12 / 05/ 2022
8. Salient Features of National Education Policy 2020	CBSE/OS/2020/S/6 9871	Central Board of Secondary Education Chennai	27 /08 / 2022
9. Understanding Thematic Areas of Sociological Research in Himachal Pradesh	21286	Sociological Society Research in Himachal Pradesh	22 / 10/ 2022
10. Pariksha pe Charch 2021	2021	Ministry of Education Govt, of India	05/06/2021
11. International Yoga Day Fit India	2022	Ministry of Youth Affairs and Sports Govt, of India	21 /06 / 2022

12. Using bite-sized digital content to prepare our students for their B2 First (for Schools) exam.	2023	Cambridge University Press & Assessment	09/02/2023
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iii) Teaching Experience

Courses Taught	Name of the University/ College / Institution	Duration
S.S.L.C English Medium	Shri Siddeshwara Swamiji English Medium Primary and High School Vijyapura Devarahipparagi.	01 /06 / 2017 to 20 /03 /2018
S.S.L.C English Medium CBSE	Shri Jagadaguru Tontadarya CBSE School Mundaragi	05 / 06 / 2019 to 21 /03 / 2020
U.G. (B.A./B.Sc. etc. (B.A./B.Sc. etc. Hons.)	Shri J.J Arts College Ukkali Road , Near Shivagiri, Vijyapura.	July 2018 to June 2020
iv) U.G. (B.A./B.Sc. etc. (B.A./B.Sc. etc. Hons.)	K.S.S COLLEGE,GADAG	05/11/2021 to till today
v) P.G. (M.A./ M.Sc., etc.)	P.G Dept. of English, K.S.S COLLEGE,GADAG	05/011/2021 to till today
vi) M.Phil	-	-
vii) Any other	-	-

Total Teaching Experience : 02 years

a) Under-graduate (Pass) : 02 years

b) Under-graduate (Hons) : NA

c) Post-graduate : 02 years

viii) Innovations/Contributions in Teaching

- a) Design of Curriculum : I have participated in syllbus desiging, workshops conducted by academic Forum

- b) Teaching methods : **Innovative Teaching methods like making use of LCD s, LAPTOP for Power Point Presentations, GDs, Quiz Methods,**
- c) Laboratory experiments : Phonetics in the Language Laboratory.
- d) Evaluation methods : **Internal Assesment, Assgainments, Tutorials, Seminar papers, and Socio- Economic Status of Students by keen opservation.**
- e) Preparation of resource :
material Including books,
reading materials, ; will be tried in near future.
Laboratory manuals etc.
- f) Remedial Teaching / Student : Remedial Coaching for SC &ST and Minority Students, Counseling is done at the time of induction.

Counseling (academic)
- g) Any Other ; I put my efforts to attain and sustain quality teaching and learning.

ix) Extension Work/Community Service

Please give a short account :

- i) of your contribution to
Community work such as :
values of National
Integration, secularism,
democracy, socialism,
humanism, peace,
scientific temper, flood or
drought relief, small family
norms etc. : These are taken up as a part of my social service programs.
- ii) National Literacy Mission : Yet to help such group in the near future.
- b) Positions held/Leadership :
role played in organizations
linked with Extension
Work and National Service
Scheme (NSS), or NCC or ; Position as a social servant for the upliftment of
needy and troden people through NISARGA ,Gadag.
any other similar activity

D. Participation in Corporate Life:

Please give a short account :.
of your contribution to

- a) College/University/Institution : Basically I am dedicated teacher. My contribution to the betterment of all the stakeholders is commendable.
 - b) Co-curricular Activities : Training students for GDs, Quiz, Debate and Public Speaking.
 - c) Enrichment of Campus Life :
(Hostels, sports, games, cultural activities)
 - d) Students Welfare and : I personally help the weaker section students of our college to cope with requirements of 21 st century by dispelling inferiority complex.
 - 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 ; I put my ventures welfare of students.

(Signature of the Teacher)

Format- 2

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

A. General Information

- a) Name : Suresh . M . Hosamani
- b) Address (Residential) : Sharanabasweshvar Nagar near
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Kanginhal Road
GADAG- 582102
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sureshhosamani563@gmail.com
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- c) Date of Birth : 11/ 10 / 1993
- d) Department : Department of Studies in ENGLISH
K.S.S Arts, Commerce and Science
College ,Gadag
- e) Area of Specialization : 1) British Literature
2) Indian English Literature
- f) Designation : Assistant Professor in English. (Guest)
- g) Date of Appointment : 05 /11/ 2021
- h) In the institution : 05 / 11 /2021
- ii)in the present post : 05 / 11/ 2021
- i) Honors Conferred :

B. Teaching

(a) Classes Taught ; B.A / B.Sc / B.com at Undergraduate level and M.A Post graduate level.

Class	Periods		
	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)
i) U.G. (B.Com) (B.A./B.Sc.etc. pass) (B.A./B.Sc.etc. Hons)	16+2	428 +430	Extra classes are engaged on Sundays and Holidays. Sometimes it adjusted before or after the working hours of the college.
ii) PG (M.A./M.Sc.etc.)	12+4	300+320	
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 :Being part of the duty consciousness I maintain and keep up regularity and punctuality in work culture that is very precious.

c) Details of course teaching : yes at the beginning of the academic year the hand outs of teachin plan is distributed among the students. The synopses of lectures are given prior to the lesson hours. The reading list and lesson notes are supplied after the completion of lesson.
plan, synopses of lecturers,
and reading lists supplied to students

d) Details of participation in the :
following

(i) University Education :As the college is affiliated of karnataka University, Dharwad we are imarting university education at under graduate and post graduate level.

(ii) Internal Evaluation : As we are conducting two tests per semester at under graduate and post graduate level, internal evaluation is mandatory, I assess papers of internal tests and the interal mark sheet is sent to university for the declaration of result. At the end of each semester.

- (iii) **Paper Setting** : I was invited for questions paper setting of kpsc gazetted probationers grade A and B Competative Examinations , KPSC Board, Bangalore.
- (iv) **Assessment of Home** : The seminar paper and tutorials are the part of home assignment.
- (v) **Conduct of Examination** : There is an examination committee that moniors the conduct of internal examination as per the time table prepared by committee. The semsester examination are conducted as per the time prepared by registrar of evaluation, Karnataka University, Dharwad . This work is yet be assigned to me.
- (vi) **Evaluation of Dissertation** : It is part and parcel of the panel made by Board of Studies , Department of English, Karnataka University, Dharwad. This work is yet to be assigned to me.

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

a) **Design of curriculum** : The curriculum of under graduate and post graduate corses is designed by Board of Studies, Karanataka Dharwad. the workshop are conducted to design the syllabi eliciting the ideas and concept from the participants. Where we the teachers contribute for the framing of new curriculam, which is implimented once in three years.

b) **Teaching methods** : The innovative teaching methods are effectively used to instill the knowledge among students by making use of LCD, Power Point Presenetation, G Ds, Quiz program's , spelling bees, word play, cross words and so on.

c) **Laboratory experiments** : The language laboratory is well equipped where the students are taught accent, rhythm ,stress,falling and tones on particular or sentence to keep the students abressed. With international received prounciation. It builds the confidence among the students to incualcate R P A. we make use of modern computer technolgy to impart the knlowledge of phoneteics to the students.

d) **Evaluation methods** : The evaluation methods are framed by the Registrar of Evaluation, Karnataka University, Dharwad along with Board of Examinersconstituted of senior professors from various affiliated colleges. Hence the rules and regulations to the concerned teacher prior to the evaluation work.

e) **Preparation of resource** :

material including books, We publish books as per the syllabus prescribed by the Board of studies. Reading materials and laboratory manuals are prepared well in advance to help the students in the process of learning.

reading materials,
laboratory manuals etc.

f) Remedial Teaching / : Both are the under take care takes with great care because most of the students of our college come from rural background particularly from downtrodden , neglected and lower strata.

Student Counseling
(academic)

g) Any other

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.	-	-	-

a) No. of research :
Papers published
(please enclose list)

b) Research Projects:

Title of the Project	Name of the funding agency	Duration
-	-	-

c) Details of Seminars, :
Conferences, Symposia A National level Online Seminar was

Organized under the aegis of Department of English , K.S.S College
Gadag

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

e) 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.

Solely participate in this programmes as part of National and social concern.

ii) National Literacy Mission : This must be taken up for slum children in our
city.

- b) Positions held/Leadership :
role played in organizations
linked with Extension
Work and National Service
Scheme (NSS), or NCC or working as a Social Servant for the upliftment
of needy and downtrodden people through NISARGA,Gadag
any other similar activity

D. Participation in Corporate Life:

Please give a short account :
of your contribution to

- a) College/University/Institution : Actively participate in all the activities of the
college and University from time to time.
- b) Co-curricular Activities : Extend dedicated service to the enhancement of
quality of co- curricular activities for the betterment of the students.
- c) Enrichment of Campus Life :
(Hostels, sports, games, cultural activities) The pupils are supportively
encouraged to participate in sports , games and culture activities to imbibe leadership
qualities.
- d) Students Welfare and Discipline : The poor and meritorious students are assisted
through monetary help and others are taken care of to maintain discipline.

- e) Membership/Participation in :
Bodies/Committees on Education and National : yet to be thought of.
Development
- f) Professional Organization : not yet the member of any body.
of Teachers

H. Assessment

- a) Steps taken by you for the:
evaluation of the course programme taught The tests and tutorials are very
useful in assessing the performance of studies .I also get feed from the students to
assess my method ofteaching by eliciting information from them.

I. General Data

State brief assessment of your performance indicating

- (a) achievements :
- (b) difficulties faced and :
- (c) suggestions for improvement.

I am satified in this profession tht I can make few achievement by using
excellent methods of teaching and learning process . as it is semi urban area the boys
are unable to get the text books on time, this is whatmakes me difficult to convince
the students. Thus ,it must be catered thoroughly to enhance the performance in the
classroom. My suggestions are many but students should be given access to the
educational facilities in the semi urban areas like Gadag.

(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.