

Appendix- 2: Teacher appraisal Reports

(Source: UGC)

Format- 1

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

I. General Information

- a) Name: Uvika Kujur
- b) Address (Residential): House no. 682 Tapkara Road Kunkuri
- c) Designation: Assistant Professor
- d) Department: Computer Science And Application
- e) Date of Birth: 20/06/1993
- f) Area of Specialization:

II. Academic Qualification

Exam Passed	Board/University	Subjects	Year	Division/Grade Merit etc.
10 th	CGBSE RAIPUR	GENERAL	2009	Ist
12 TH	CGBSE RAIPUR	MATHS	2011	IInd
BCA	SARGUJA UNIVERSITY AMBIKAPUR	COMPUTER SC. & APP.	2014	Ist
MCA	BHARATHIDASAN UNIVERSITY TRICHY	COMPUTER SC. & APP.	2017	Ist
M. Phil.	Dr. C.V. RAMAN UNIVERSITY BILASPUR	COMPUTER SC. & APP.	2018	Ist

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

III. Research Experience

Research Stage	Title of work/Thesis
NIL	NIL

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IV. Seminar, Conferences, Symposia Workshops etc. attended

Name of the Seminar/Conference/Symposia, Workshop, etc.	Name of the Sponsoring Agency	Place and Date
National workshop on Research Methodology	Ambah post Graduate autonomus college Ambah, Morena M.P.	9 th & 10 th September 2018

V. Teaching Experience

Courses Taught	Name of the University/College/ Institution	Duration
B.Sc , BCA, DCA, PGDCA	Loyola College Kunkuri	17 months

Total Teaching Experience: 11 months

VI. Innovations/Contributions in Teaching

- Design of Curriculum: Try to follow the syllabus and complete it
- Teaching methods: Chalk And Green Boad, project base learning, seminar, assignment, power point presentation with group discussion
- Laboratory experiments: done in various application and software
- Evaluation methods: assignment, project, unit test, half yearly exam, model exam.
- Preparation of resource material: Text books, reference books, online notes etc.

VII. Extension Work/Community Service

i) Community work

VIII. Participation in Corporate Life:

Please give a short account of your contribution to:

- a) College/University/Institution :
 - Eco-club,botanical garden, women cell, NSS, sport and games for 2018-19.
- b) Co-curricular Activities

Working as member of tour and picnic committee, college sport teams, Quize.

- c) Enrichment of Campus Life
- d) Student's Welfare and Discipline

Our discipline and welfare plan promotes self-discipline, positive interaction and behavior, presentation, women cell, remedial classes

e) Membership/Participation in Bodies/Committees on Education and National Development -Nil

(Signature of the Teacher)

Format- 2

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

A.General Information

- a) Name: Uvika kujur
- b) Date of Birth: 20/06/1993
- c) Address (Residential): House no. 682 Tapkara Road Kunkuri
- d) Designation: Asst. Professor
- e) Department: Computer Science and Application
- f) Area of Specialization:
- g) Date of Appointment
- (i) in the institution: 01/07/2017
- (ii) in the present post: 01/07/2017
- h) Honors Conferred:

B. Teaching

(a) Classes Taught

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.A./B.Sc.etc. pass) (B.A./B.Sc.etc. Hons)	B.Sc 2 nd B.Sc 3 rd B.A 2 nd BCA 1 st BCA 2 nd BCA 3 rd	Session 2018-2019	Remedial Class Remedial Class

	DCA		
ii) P.G. (M.A./M.Sc.etc.)	PGDCA Lecture/ practical	Sesssion 2018- 2019	Remedial Class
iii) M.Phil		Nil	
iv) Any other			Nil

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

** L= Lecture T=Tutorial P=Practicals

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 Education

(ii) Internal Evaluation

(iii) Paper Setting

(iv) Assessment of Home assignments

(v) Conduct of Examination

(vi) Evaluation of Dissertation etc.

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

a) Design of curriculum: Try to follow the syllabus and complete it.

b) Teaching methods: chalk, Green Board, power point presentation, seminar, group discussion

c) Laboratory experiments: with focus on implementation of basic concepts of botany subject with plants real life example

d) Evaluation methods: assignment, project, unit test, half yearly exam, model exam.

e) Preparation of resource material including books, reading materials, laboratory manuals

etc.

f) Remedial Teaching/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.: Nil

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.	Nil	Nil	Nil
Ph.D.	Nil	Nil	Nil

b) No. of research papers published (please enclose list): Nil

c) Research Projects:

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

d) Details of Seminar, Conferences, and Symposia organized: Nil

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

f) Membership of Professional Bodies, Editorship of Journal etc.: Nil

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: Nil

G. Participation in Corporate Life:

Please give a short account of your contribution to:

- a) College/University/Institution: botanical garden and herbal garden maintenance, eco-club, women cell, student council, sport and game
- b) Co-curricular activities: Working as member of student council, college sport teams, Quize.
- c) Enrichment of campus life
(hostels, sports, games, cultural activities)
- d) Student's welfare and Discipline: Our discipline and welfare plan promotes, self-discipline, positive interaction and behavior, presentation, women cell, remedial classes
- e) Membership/Participation in Bodies/Committees on
Education and National Development
- f) Professional Organization of Teachers: Birthday In-charge, Anti Ragging cell, In-charge of eco-club, botanical garden and herbal garden maintenance

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.