

PART-II
(TO BE FILLED IN BY THE TEACHER)

1- Improvement of professional competence

1)Additional qualification/training acquired/refresher courses attended in India or abroad:_____

2)Participation in summer schools/workshops/seminars/symposia etc.:_____

3)Refresher courses/orientation programmes attended:_____

2- Membership of professional societies and offices held:

(i)_____

(ii)_____

(iii)_____

3- What were the priority areas of work during the year (teaching, research, extension, administration, consultancy etc starting with highest and indicate percentage of time approximately allotted to each priority area. Normally you should not assign more than three priority areas

(i)_____

(ii)_____

(iii)_____

(a) TEACHING

1. Teaching assignments during the year (including compulsory educational tours)

i) Teaching

Under-graduate					
	Course taught				
Semester	Course No.	Credit hours	Contact hours	Name(s) of the teacher(s) if taught jointly	Advisory work contact hours
1	2	3	4	5	6

I.					
II.					
Post-graduate					
I					
II					

ii) Educational Tours

Semester	UG/PG	Places/Institutions	Duration of tour
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I			
II			

2. Thesis completed by the teacher under his/her supervision (give title of the thesis and name of the student).

Sr. No.	Name of student	M.V.Sc./Ph.D.	Title of the thesis

3. Number of Post-graduate students presently working with the teacher:

	Continuing from previous year	Allotted during the year
M.V.Sc.		
Ph.D.		

4. Member of the Students “Advisory Committee” (Give number)

	Continuing from previous year	Allotted during the year
M.V.Sc.		
Ph.D.		

5. Details of laboratory/course development, new teaching aids, practical manuals, innovations etc. done during the year under report:

(i) Have the teaching plan/ synopsis of the lectures and reading material been supplied to the students?

(ii) **Details of the participation in:**

- a. Internal evaluation works -----
- b. External evaluation works -----
- c. Paper setting assignments -----
- d. Conduct of exams -----
- e. Evaluation of dissertation etc. -----

(iii) **Innovations/contributions in teaching during the year:**

- a. designing of the curriculum
- b. teaching methods
- c. evaluation methods
- d. preparation teaching/ practical manuals
- e. any other

6. Participation in extra-curricular activities (Please give a brief of contribution too)

- a. Department /college /university
- b. Co-curricular activities
- c. Enrichment of campus life (Hostel, sports, / games and cultural activities)
- d. Student welfare and discipline
- e. Any other

(b) RESEARCH

1. Area of Research

2. Research projects currently in hand (Please give the title of the projects)

S. No.	Title of the project	PI or Co-PI	Funding source	Budget in Lacs	Year of start and duration

3. Research Publications (Published/accepted) in referred journals (along with letter of acceptance)

4. Research projects prepared / submitted during the year
(Please give the title of the project and name of the funding agency)

1)

2)

5. Editorship of the journal etc.

6. New findings /recommendations made during the year

7. Patents, if any during the year

(c) EXTENSION EDUCATION

1. Position Held/ leadership role played during the year

2. Extension projects currently in hand

S.No.	Title of the project	PI or Co PI	Funding source	Budget in Lacs	Year of start and duration

3. In-service training of Extension personnel / and or training of farmers, lectures delivered in specialized training, including the farmers camp, short duration training courses, demonstration at Kisan Melas, individual consultations, radio talk telecast etc.

S.No.	Name of the program	period	No of lectures delivered	No of participants

4. Other extension education activities

- i. Extension paper published
- ii. Adaptive research
- iii. Field demonstrations

(d) EXPERT SERVICES

Expert services undertaken in particular (including clinics, ambulatory clinics, laboratory services, post-mortem duty, farm management, dairy plant management, expert visits, Disease outbreaks)

(e) MISCELLANEOUS

1. Details of contribution to administration

2. Other Assignments given by the university, College during the year under report

3. Liaison/ collaboration with national/ international bodies/agencies

A) Any other information

B) SALIENT ACHIEVEMENTS

State in brief an assessment of your performance indication:

1. Achievements

2. Difficulties Faced

3. Suggestions for improvement

Date

Signature of the teacher

Part III

Comments of the head of the department / In-charge/ program coordinator under whose administrative control the teacher has been working during the year.

	Outstanding	Very Good	Good	Average	Below average	Poor
1. Intellect						
2. Personal Qualities						
a. Personal and general behavior						
b. Initiative						
c. Sense of responsibility						
d. Self Reliance						
e. Amenability to discipline						
f. Punctuality						
g. Co-Operative and team spirit						
h. Devotion to duty						
3. Professional Ability						
a. Theoretical ability						
b. Practical ability						
c. Originality						
d. Problem solving quality						
e. Scientific dependability						
f. Power of Oral Presentation						
g. Power of written expression						
h. General Professional Knowledge						
A. Teaching						
i. Lecture ability						
ii. Use of audio-visual aids						
iii. Research Guidance						
iv. Attitude towards students						
v. Extra-curricular activity						
vi. Ability to control students						
B. Extension Education work						
i. Field Extension work						
ii. Training						
iii. Transfer of technology						
iv. Communication						
v. Linkage with development agencies						
vi. Any Other						

Organizational Ability						
a. Administrative adjustment and foresight						
b. Readiness to take decisions						
c. Ability to lead and get the best out of the subordinates						
d. Group work						
e. Relation with No-officials						

Special Skills

- a.
- b.
- c.

6. Integrity

7. Assessment of the professional Integrity

Name of the official reported upon

Signature of the reporting officer

Part IV

Remarks of the Reviewing Officer

1. Length of the service of the officer under reviewing officer
2. Please states whether you accept the assessment recorded by the reporting officer? (If you differ in any respect, it should clearly be stated)
3. Any other outstanding achievement of the official being reported upon or contribution made by him/her during the period under report?

Please encircle the appropriate grade

- a. Outstanding
- b. Very good
- c. Good
- d. Average
- e. Below Average
- f. Poor

Justify for your grading for a. e. and f.

4. General Remarks

5. What type of duties do you consider the official to be fit for other than teaching?

6. Has the official been informed orally or in writing about the shortcomings leading to a rating below average?

Signature of the reviewing officer

Name

Designation

Date

Remarks of the accepting Officer

Signature of Accepting Officer with date: