



**Swami Swatantranand Memorial College, Dinanagar**  
(Affiliated to G.N.D.U Amritsar | Accredited with 'A' Grade by NAAC)

## PERFORMANCE APPRAISAL FORM

(Teaching Staff)

Session: 2022-23

### General Information

- a) Name:
- b) Date of Birth:
- c) Designation:
- d) Department:
- e) Area of Specialization:
- f) Address:

S. No.	Core Objectives	Status
1.	<b>Results:</b> Number of classes handled during the year and its Pass Percentage.	
2.	<b>Syllabus:</b> Have you completed the Syllabus on time? If yes, quote the number of hours taken to complete the syllabus for each subject. (Hours may be in approx.)	
3.	<b>Assignments:</b> <ul style="list-style-type: none"><li>○ No. of Assignments</li><li>○ Types of Assignments</li></ul>	
4.	<b>Class Tests:</b> <ul style="list-style-type: none"><li>○ No. of Tests</li><li>○ Types of Tests</li></ul>	

5.	<p><b>Programme:</b>  Number of Seminars/Conferences /workshops/Guest Lectures etc. organized for the betterment of Students and College.  <b>(Attach the list separately)</b></p>	
6.	<p><b>Report Writing:</b>  Do you get an opportunity to write-up reports pertaining to academic? If yes, give details.</p>	
7.	<p><b>Paper Publication:</b>  Articles published/presented in Journals/Seminars/Conferences/Workshops.  Number of papers published in UGC listed Journals.  Number of Seminars/Webinars/ Conferences /Workshops attended.  <b>(Attach the list separately)</b></p>	
8.	<p><b>Remedial Classes:</b>  Have you conducted Remedial Classes?  If yes, Impact of the Remedial Coaching.</p>	
9.	<p><b>Library:</b>  How often do you visit the library? (Daily, Weekly or Never)</p>	
10.	<p><b>Teaching Methodology:</b>  Have you ever used Smart Class Room for teaching? If yes, give the details.</p>	
11.	<p><b>Additional Assignments:</b>  Additional tasks/roles assigned to you?  (NCC, NSS, IQAC Member etc.)</p>	
12.	<p><b>Initiatives:</b>  Initiatives taken for the welfare of students/ College.</p>	
13.	<p><b>Placement Support:</b>  Have you supported Department of Training &amp; Placement for Students Placements? If yes, details.</p>	

14.	<b>Details of additional Degree:</b> Have you Completed any additional Degree? If yes, list the details. <b>(Supporting Documents Required)</b>	
15.	<b>Online / Offline Courses:</b> Have you completed any Programme Offered by Swayam /Nptel? If yes, give details of the Course.	
16.	<b>E-Content:</b> Have you prepared any E-Content for the students? If yes, list the details.	
17.	<b>Participation in Co-Curricular Activities</b>	
18.	<b>Extension Work/Community Service</b>	
19.	<b>Your contribution as a Mentor in Mentorship Programme:</b>	

**Signature**

**TO BE FILLED BY THE HEAD OF THE DEPARTMENT**

**OVERALL RATING PERFORMANCE**

**Satisfactory**

**Improvement Required**

**The following growth strategies have been identified for the Teacher's overall growth.**

**Signature**

**(Head of the Department)**

**TO BE FILLED BY THE COMMITTEE**

**OVERALL RATING PERFORMANCE**

**Satisfactory**

**Improvement Required**

**The following growth strategies have been identified for the teacher's overall growth.**

**Signature**

**(Convener of Committee)**