

1. Annual Review (Exercises for College Lecturers to be filled in every year at the end of the academic session)

Year of assessment

1. Personal and Academic
 - (i) Name of the Lecturer
 - (ii) Subject of Teaching
 - (iii) Designation
 - (iv) Date of Birth
 - (v) Date of joining the College
 - (vi) Teaching experience at College level

2. Academic Work and Work Load
 - (i) No. of Lectures of taught
 - (ii) Number of stay hours at college per week
 - (iii) Number of teaching hours per week

	Lectures	Practicals	Tutorial
1. Under Graduate			
2. Post-Graduate			
3. at PhD			

3. Teaching Methods Applied
 Name and describe new teaching methods used if any besides lecture method
 - (i) Distribution of Lectures, Symbols and Bibliography
 - (ii) Encouraging questions in Class
 - (iii) Announcing topics for discussion in advance
 - (iv) Holding Seminars
 - (v) Use of Audio-Visual aids

4. Conformity to CO/ISSIP Scheme, if it exists in the college through UIP

5. Any Other Contribution
 - (i) Teaching methods
 - (ii) Evaluation Techniques
 - (iii) Courses developed/innovated

6. Academic and Professional growth during the year
 - (i) Research qualifications
 - (ii) Research Projects undertaken
 - (iii) Research papers published/accepted
 Give and names of the journals in which published

- 6. Conferences, research in University, etc. _____
- 7. Participation in seminars, Workshops and conferences during the year. _____
- 8. Papers presented in seminars, Workshops and Conferences. _____
- 9. Participation in Orientation Programme, Orientation Courses etc. _____
- 10. any other type of training _____

Participation in Extra-curricular Activities

- 1. Extra-curricular activities, counselling to students, planning forum, NCC, NSS, etc. _____
- 2. Service to Community, - if any. _____
- 3.
 - a. Help in College administration by membership of various committees _____
 - b. Contribution made on the committees to which served during the year. _____
- 4.
 - a. Were you allotted any examination work such as conduct/evaluation by the University/Board. _____
 - b. Did you perform the duty given by the University/Board. _____
- 10. Number of Lectures delivered class-wise _____

- 11. Percentage of annual results _____

- 12. any other information about the person's contribution (not conveyed above) relevant to proper assessment of academic. _____

13. Evaluation by the Principal

Item No.	Factual Verification		Evaluation			
	Correct	Exaggerated	Excellent	Very good	Good	Poor
1	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____
8	_____	_____	_____	_____	_____	_____
9	_____	_____	_____	_____	_____	_____
10	_____	_____	_____	_____	_____	_____
11	_____	_____	_____	_____	_____	_____

General Observations

Observation of the Principal

Signatures of the Teacher