

# **Annual Performance Appraisal Report Proforma**

**For**

## **Promotion of Teachers**

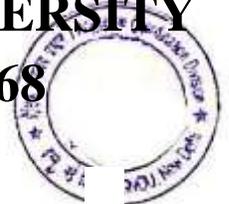
[Assistant Professor (Academic Level 10) to Assistant Professor (Sr Scale/  
Academic Level 11)

**Under**

**Career Advancement Scheme (CAS) 2018**



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
MAIDAN GARHI, NEW DELHI-110068**



**Annual Performance Appraisal Report**  
**[Assistant Professor Academic level 10 to 11 ]**  
**As per CAS 2018**

(To be submitted at the end of every completed Year in the grade)

**PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_**

(INFORMATION PROVIDED SHOULD PERTAIN TO THE *PERIOD* REFERRED ABOVE)

**PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:  
(Please enclose copy of appointment/last promotion order) (Annexure No.. )
10. Category (SC/ST/OBC/PWD/General):
11. Address for Correspondence (with Pincode):

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

12. Permanent Address (with Pin code), in case different from Sl.No.11:

## 13. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/ Class/ Grade	Main Subjects
Graduation						
Post-Graduation						
Other Examinations, if any						

## 14. Research Degree(s)

Degrees	Name of the University	Title of dissertation/thesis	Date of submission	Date of award
M.Phil.				
Ph.D/ D.Phil.				
D.Sc/D.Lit.				

## 15. Field of Specialization under the Subject/Discipline:

## 16. Courses taught/coordinated at various levels (Postgraduate/Undergraduate/Diploma/Certificate) during the period (Name the course(s) giving details) (excluding research degree programme) :

Sl. No.	Name of the Course taught/coordinated	Level (Undergraduate/ Postgraduate)

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Annexure No.

17. Details of Course/Programmes/Workshop/MOOCs attended or completed, as under:

17.1 Details of refresher/orientation course/research methodology/workshop/syllabus up-gradation/teaching –learning-evaluation/technology programmes/Faculty Development Programme

S. No.	Details	Place	Period		Sponsoring/ Organising Agency
			From	To	

17.2 MOOCs completed with e-certification

S. No.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/ Other)	E-certification no.

17.3 Contribution towards development of e-content/MOOCs in 4- quadrants

S. No.	Details of E-contents/ MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/ Other)

17.4 Contribution towards conduct of MOOCs

S. No.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/ Other)	E-certification no.

## **PART-B: ACADEMIC PERFORMANCE ASSESSMENT**

(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

### **SECTION B.1:**

#### **TEACHING, LEARNING RELATED ACTIVITIES**

1. Teaching Activity (preparation of Course material, Planning, Designing, Development, Maintenance and Monitoring of academic programmes and courses in the Open and Distance Learning system including faculty development programmes and teaching of M.Phil/Ph.D. and guidance of research students, etc.)

Grading Criteria:

- (i) 80% & above – Good (*involved in four activities*)
- (ii) Below 80% but 70% & above – Satisfactory (*involved in three activities*)
- (iii) Less than 70% - Not Satisfactory (*involved in less than three activities*)

#### 1.1 Details of Course Planning & Designing activities

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

Annexure No.

#### 1.2 Details of Course Development activities

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

Annexure No.

#### 1.3 Details of Activities related to Revision of Programmes/courses, Development of e-resources

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

Annexure No.

#### 1.4 Details of Programme/Course Coordination and Course Maintenance

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

## 1.5 Details of Academic Support to Students

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

Annexure No.

## GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES)\*

No. of Activities covered	
Grading	

*\*Note: Good (80% and above) - involved in four activities*

*Satisfactory (Below 80% but 70% and above) – involved in three activities*

*Not satisfactory (Less than 70%) -involved in less than three activities*

**SECTION B.2****ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.**

## 2. Student related activities/ Research Activities

*Grading criteria:*

*Good - Involved in any three activities*

*Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*

(a) Administrative responsibilities such as Chairperson/ Director/Head/ Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/ Membership of Statutory or high level Committees.

S. No.	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (b) Examination related work such as Setting of Question papers; moderation of question papers; invigilation/observer/flying squad duties, evaluation of answer scripts, evaluation of project proposals/ reports and practicals.

S. No.	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and student support services.

S. No.	Nature of Activity	Level (PG/UG/ Diploma/ Certificate )	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (d) Organising seminars/ conferences/workshops, other University activities.

S. No.	Details	Place	Period		Sponsoring/ Organising Agency
			From	To	

Annexure No.

- (e) Evidence of actively involved in guiding Ph.D students.

Details	Status of PhD students (during the period)		
	Registered	Thesis/ Dissertation submitted	Degree Awarded
Name of student			

Annexure No.

- (f) Conducting minor or major research project sponsored by national or international agencies.

S. No.	Title of Research Project	Period		Major/ Minor	Sponsoring/ Funding Agency
		From	To		

Annexure No.

(g) At least one single or joint publication in peer- reviewed or UGC list of Journals.during the assessment period  
(Academic Level 10-11)

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List

Annexure No.

Note:

Impact factor to be determined as per Thomson Reuters list

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

## OVERALL GRADING FOR B.2

No. of Activities covered	
Overall Grading*	

\*Note: *Grading criteria:**Good - Involved in any three activities**Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*  
 (Please attach supporting documents as per requirement)

**SUMMARY OF GRADING FOR THE PERIOD (Complete One Year)**

S.No.	Activity	Section	Grade claimed by the Teacher	Grade given/ verified by Director/Head
1.	Teaching Activity	B.1		
2.	Administrative/Student Related Activity	B.2		

**Overall Grading for the Year for the Section B.1 and B.2\*** \_\_\_\_\_

\*Note: Overall Grading for the Year is to be defined as follows:

Good: Good in teaching, learning (Section B.1) and Satisfactory or good in activities in Section B.2.

Satisfactory: Satisfactory in teaching, learning activities (Section B.1) and satisfactory or good in activities Section B.2.

Not satisfactory: If neither good nor satisfactory in overall grading.

(Please attach supporting documents wherever required)

**PART-C: OTHER RELEVANT INFORMATION**

(a) Membership/Fellowship of Learned bodies /Societies:

(b) Literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions obtained:

(c) Please give details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.

(d) Future Plans (In approximately 150 words):

LIST OF ENCLOSURES: (Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)

S. No.	Annexure No.	Detail of Annexure	Serial Number of Section referred

### **PART D - DECLARATION**

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that .....has been working as  
 .....in this Department since .....

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Signature of Seniormost Teacher in the Discipline/Discipline Coordinator

Signature of the Director  
 of the School/Division/Centre etc.

Date :



**Proforma**  
**for**  
**Performance Based Appraisal System (PBAS)**  
**For**  
**Promotion of Teachers**

[ Assistant Professor (Sr Scale/ Academic Level 11) to Assistant Professor  
(Selection Grade / Academic Level 12)]

**Under**  
**Career Advancement Scheme (CAS) 2018**



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**MAIDAN GARHI, NEW DELHI-110068**



**Proforma for Performance Based Appraisal System (PBAS)**

**[Assistant Professor Academic level 11 to 12]**

**As per CAS 2018**

(To be submitted for complete eligibility period)

**ASSESSMENT PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_**

(INFORMATION PROVIDED SHOULD PERTAIN TO THE *PERIOD* REFERRED ABOVE)

**STAGE OF PROMOTION : FROM \_\_\_\_\_ TO \_\_\_\_\_**

**PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:  
(Please enclose copy of appointment/last promotion order) (Annexure No.. )
10. Date of eligibility:
11. Stage/Academic level for which Promotion applied:
12. Category (SC/ST/OBC/PWD/General):
13. Address for Correspondence (with Pincode):

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

14. Permanent Address (with Pin code), in case different from Sl.No.13:

15. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/ Class/ Grade	Main Subjects
Graduation						
Post-Graduation						
Other Examinations, if any						

16. Research Degree(s)

Degrees	Name of the University	Title of dissertation/thesis	Date of submission	Date of award
M.Phil.				
Ph.D/ D.Phil.				
D.Sc/D.Lit.				

17. Field of Specialization under the Subject/Discipline:

18. Courses taught/coordinated at various levels (Postgraduate/Undergraduate/Diploma/Certificate) during the period (Name the course(s) giving details) (excluding research degree programme) :

Sl. No.	Year	Name of the Course taught/coordinated	Level (Undergraduate/ Postgraduate)


Annexure No.

19. Details of Course/Programmes/Workshop/MOOCs attended or completed, as under:

19.1 Details of refresher/orientation course/research methodology/workshop/syllabus up-gradation/teaching –learning-evaluation/technology programmes/Faculty Development Programme

S. No.	Details	Place	Period		Sponsoring/ Organising Agency
			From	To	

19.2 MOOCs completed with e-certification

S. No.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/ Other)	E-certification no.

19.3 Contribution towards development of e-content/MOOCs in 4- quadrants

S. No.	Details of E-contents/ MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/ Other)

19.4 Contribution towards conduct of MOOCs

S. No.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/ Other)	E-certification no.

20. Appointments as faculty member/Teacher/academic in HEIs held prior to joining the Indira Gandhi National Open University:

S.No.	Designation	Name of the Employer	Ad- hoc/ Temporary/	Date of		Pay Band with Grade Pay	Reasons for Leaving
				Joining	Leaving		

21. Period of Teaching experience during the assessment period:

Name of the Institution	Position held with pay scale/Pay Band with Grade pay	Ad- hoc/ Temporary/ Permanent	From	To	Total Experience		
					Years	Months	Days

## **PART-B: ACADEMIC PERFORMANCE ASSESSMENT**

(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

### **SECTION B.1:**

#### **TEACHING, LEARNING RELATED ACTIVITIES**

1. Teaching Activity (preparation of Course material, Planning, Designing, Development, Maintenance and Monitoring of academic programmes and courses in the Open and Distance Learning system including faculty development programmes and teaching of M.Phil/Ph.D. and guidance of research students, etc.)

##### 1.1 Details of Course Planning & Designing activities

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

##### 1.2 Details of Course Development activities

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

##### 1.3 Details of Activities related to Revision of Programmes/courses, Development of e-resources

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken


#### 1.4 Details of Programme/Course Coordination and Course Maintenance

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

#### 1.5 Details of Academic Support to Students

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

#### OVERALL GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES)\*

Sl. No.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period	Grading by Screening cum Evaluation Committee

Overall Grading				
(To be filled by Screening cum Evaluation Committee)				

*\*Note: Good (80% and above) - involved in four activities*

*Satisfactory (Below 80% but 70% and above) – involved in three activities*

*Not satisfactory (Less than 70% ) -involved in less than three activities*

## SECTION B.2

### ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.

#### 2. Student related activities/ Research Activities

(a) Administrative responsibilities such as Chairperson/ Director/Head/ Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/ Membership of Statutory or high level Committees.

S. No.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

(b) Examination related work such as Setting of Question papers; moderation of question papers; invigilation/observer/flying squad duties, evaluation of answer scripts, evaluation of project proposals/ reports and practicals.

S. No.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and student support services.

S. No.	Year	Nature of Activity	Designation	Institution/ School/	Period
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				Division/ Centre etc.	From	To

(d) Organising seminars/ conferences/workshops, other University activities.

S. No.	Year	Details	Place	Period		Sponsoring/ Organising Agency
				From	To	

(e) Evidence of actively involved in guiding Ph.D students.

Year	Details	Status of PhD students (during the period)		
		Registered	Thesis/ Dissertation submitted	Degree Awarded
	Name of student			

(f) Conducting minor or major research project sponsored by national or international agencies.

S. No.	Year	Title of Research Project	Period		Major/ Minor	Sponsoring/ Funding Agency
			From	To		

(g) At least three publications in peer-reviewed journals or UGC list of Journals during the assessment period (Academic Level 11-12)

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List


Note:

Impact factor to be determined as per Thomson Reuters list

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

**OVERALL GRADING FOR B.2 (ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.)\***

Sl. No.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period	Grading for Annual Performance Appraisal Report by Screening cum Evaluation Committee
Overall Grading*				
(To be filled by Screening cum Evaluation Committee)				

\*Note: *Grading criteria:*

*Good - Involved in any three activities*

*Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*

(Please attach supporting documents as per requirement)

**PART-C: OTHER RELEVANT INFORMATION**

- (a) Membership/Fellowship of Learned bodies /Societies:
- (b) Literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions obtained:
- (c) Please give details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.
- (d) Future Plans (In approximately 150 words):

**SUMMARY OF GRADING AND RESEARCH SCORE FOR THE ASSESSMENT PERIOD****Grading (Section B.1 and B.2)**

S. No.	Year	Overall Grading for Section B.1	Overall Grading for Section B.2	No. of grading in the whole assessment period as	
				Good	Satisfactory
	Overall Grading in the whole assessment Period by Screening cum Evaluation Committee				

**LIST OF ENCLOSURES:** *(Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)*

S. No.	Annexure No.	Detail of Annexure	Serial Number of Section referred

#### **PART D - DECLARATION**

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that .....has been working as  
.....in this Department since .....

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Signature of Senior most Teacher  
in the Discipline/ Discipline Coordinator

Signature of the Director  
of the School

Date :



# **Annual Performance Appraisal Report Proforma**

**For**

## **Promotion of Teachers**

[Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor  
(Academic Level 13A)]

**Under**

**Career Advancement Scheme (CAS) 2018**



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
MAIDAN GARHI, NEW DELHI-110068**



**Annual Performance Appraisal Report**  
**[Assistant Professor Academic level 12 to Associate Professor]**  
**As per CAS 2018**

(To be submitted at the end of every completed Year in the grade)

**PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_**

(INFORMATION PROVIDED SHOULD PERTAIN TO THE *PERIOD* REFERRED ABOVE)

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**PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:  
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10. Category (SC/ST/OBC/PWD/General):
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Address: \_\_\_\_\_

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12. Permanent Address (with Pin code), in case different from Sl.No.11:

## 13. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/ Class/ Grade	Main Subjects
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Post-Graduation						
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			From	To	

17.2 MOOCs completed with e-certification

S. No.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/ Other)	E-certification no.

17.3 Contribution towards development of e-content/MOOCs in 4- quadrants

S. No.	Details of E-contents/ MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/ Other)

17.4 Contribution towards conduct of MOOCs

S. No.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/ Other)	E-certification no.

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(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

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S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

## 1.5 Details of Academic Support to Students

S. No.	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

Annexure No.

## GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES)\*

No. of Activities covered	
Grading	

*\*Note: Good (80% and above) - involved in four activities*

*Satisfactory (Below 80% but 70% and above) – involved in three activities*

*Not satisfactory (Less than 70%) -involved in less than three activities*

**SECTION B.2****ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.**

## 2. Student related activities/ Research Activities

*Grading criteria:*

*Good - Involved in any three activities*

*Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*

(a) Administrative responsibilities such as Chairperson/ Director/Head/ Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/ Membership of Statutory or high level Committees.

S. No.	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (b) Examination related work such as Setting of Question papers; moderation of question papers; invigilation/observer/flying squad duties, evaluation of answer scripts, evaluation of project proposals/ reports and practicals.

S. No.	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and student support services.

S. No.	Nature of Activity	Level (PG/UG/ Diploma/ Certificate )	Institution/ School/ Division/ Centre etc.	Period	
				From	To

Annexure No.

- (d) Organising seminars/ conferences/workshops, other University activities.

S. No.	Details	Place	Period		Sponsoring/ Organising Agency
			From	To	

Annexure No.

- (e) Evidence of actively involved in guiding Ph.D students.

Details	Status of PhD students (during the period)		
	Registered	Thesis/ Dissertation submitted	Degree Awarded
Name of student			

Annexure No.

- (f) Conducting minor or major research project sponsored by national or international agencies.

S. No.	Title of Research Project	Period		Major/Minor	Sponsoring/ Funding Agency
		From	To		

Annexure No.

(g) At least seven single or joint publications in peer in peer-reviewed journals or UGC list of Journals with at least 3 publications during the assessment period and with a research score at least 70 (Academic Level 13 A-14)

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List

Annexure No.

Note:

Impact factor to be determined as per Thomson Reuters list

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

## OVERALL GRADING FOR B.2

No. of Activities covered	
Overall Grading*	

\*Note: Grading criteria:

*Good - Involved in any three activities**Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*  
 (Please attach supporting documents as per requirement)

**SUMMARY OF GRADING FOR THE PERIOD (Complete One Year)**

S.No.	Activity	Section	Grade claimed by the Teacher	Grade given/ verified by Director/Head
1.	Teaching Activity	B.1		
2.	Administrative/Student Related Activity	B.2		

**Overall Grading for the Year for the Section B.1 and B.2\*** \_\_\_\_\_

\*Note: Overall Grading for the Year is to be defined as follows:

Good: Good in teaching, learning (Section B.1) and Satisfactory or good in activities in Section B.2.

Satisfactory: Satisfactory in teaching, learning activities (Section B.1) and satisfactory or good in activities Section B.2.

Not satisfactory: If neither good nor satisfactory in overall grading.

**SECTION B.3:****RESEARCH AND ACADEMIC CONTRIBUTIONS**

1. At least seven Published Research Papers in Refereed/ Peer-Reviewed or UGC listed Journals

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List

Note:

*Impact factor to be determined as per Thomson Reuters list*

*The Authorship is to be filled as follows:*

- *One of Two Authors*
- *For more than two Authors:*
  - *First/Principal/Corresponding Author*
  - *Joint Author*

2. Publications (other than Research papers)

a.(i) Books authored as one of two authors/ First/Principal/ Corresponding Author/ Joint Author

S. No.	Title of the Book	Authorship*	Level of Publisher (National / International)	Publisher (with city/ country) & Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

a.(ii) Chapter in Edited Books

S. No.	Title of Edited Book	Title of Chapter	Authorship*	Publisher (with city/ country) & Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

a.(iii) Books Edited as one of two Editor/ First/Principal/Corresponding Editor/ Joint Editor

S. No.	Title of the Book	Editorship*	Level of Publisher (National / International)	Publisher (with city/ country) & Year of Publication	ISBN	Whether Refereed

\*The Editorship is to be filled as follows:

- One of Two Editors
- For more than two Editors:
- First/Principal/Corresponding Editors
- Joint Editors

b. Translation works in Indian and Foreign Languages by qualified faculties.

b.(i) Chapter or Research Paper

S. No.	Title of the Research	Journal/ Book Name with	Year	Vol. No.	Page No.	Authorship*	Whether Peer	Reference number of UGC -

	Paper/ Chapter	ISSN/ISBN No.					Reviewed	CARE List

\*The Authorship is to be filled as follows:

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

b.(ii) Books Translated

S. No.	Title of the Book	Authorship*	Publisher (with city/ country) & Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula

(a) Development of Innovative Pedagogy

S. No.	Name of the Module	Subject	Stream	Organization for which it was developed	Year	Level (UG/PG/ Other)	Weblink

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## (b) Design of new Curricula and Courses

S. No.	Name of the Curricula/Course	Subject	Organization for which it was developed	Year	Level (UG/PG/ Other)	Weblink

## (c) Development of MOOCs

## c.1 Development of complete MOOCs in 4 quadrant for a course with credits

S. No.	Details of MOOC (with no. of quadrant)	Credits	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## c.2 MOOCs (developed in 4 quadrant) per module/Lecture

S. No.	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## c.3. Content writer/subject matter expert for each module of MOOCs (at least one quadrant)

S.No.	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

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## c.4. Course Coordinator for MOOCs (4 credit course)

S.No.	Details of MOOC (with no. of quadrant)	Credits	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## (d) Development of E-Content

## d.1. Development of e-Content in 4 quadrants for a complete course/e-book

S.No.	Details of E-Content (with no. of quadrant)	Course/E-book	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## d.2. E-content (developed in 4 quadrants) per module

S. No.	Details of E-Content (with no. of quadrant)	Module	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## d.3. Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)

S. No.	Details of E-content (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink


## d.4. Editor of e-content for complete course/paper/e-book

S. No.	Details of E-Content (with no. of quadrant)	Course/Paper/E-book	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## 3. (a) Research Guidance

Level of Guidance	Registered	Thesis/ Dissertation Submitted	Degree Awarded
Ph.D.			
MPhil./P.G. Dissertation			

## (b) Research Projects Completed

S.No.	Title	Status of PI*	Duration (in months)	Period (From-to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

\*Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

## (c) Research Projects ongoing

S.No.	Title	Status of PI*	Duration (in months)	Period (From-to) Dates to be	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

				given			

\*Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

(d) Consultancy.

S.No.	Title	Duration (in months)	Period (From-to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether routed through Parent University/College

5. (a) Patents

S.No.	Title*	Area/Subject	Date of Award	Level (International National/)	Reference Number	Sponsoring Agency

\*Only patents awarded are to be mentioned.

(b) Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government)

S. No.	Title*	Area/ Subject	Date of publication/ Submission	Level (International National/ State)	Reference Number	Sponsoring Agency

\*Only Policy document published/submitted to bodies/organization detailed above shall be considered.

(c) Awards/Fellowship

S.No.	Name of Award/Honor *	Area/Subject	Name of Awarding Body	Level (International National)	Date

\* In respect of fellowships entries in this section should be from post graduation (PDF etc) onwards only. Junior/Senior research fellowship and non-net fellowship should not be included.

6. Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)

S.No.	Title of Lecture/Paper	Invited Lecutre/Resource Person/Paper presented	Nature of Programme*	Details	Level **	Date of presentation	Durati on (in minutes)	Sponsoring Agency

\*Seminar/FDP/Conference

\*\* Level : International (Abroad)/ International (within country)/ National/ State/University.

(Please attach supporting documents wherever required)

#### PART-C: OTHER RELEVANT INFORMATION

(a) Membership/Fellowship of Learned bodies /Societies:

(b) Literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctionsobtained:

(c) Please give details of any other credential, significant contributions, awardsreceived, responsibilities, etc. not mentionedearlier.

(d) Future Plans (In approximately 150 words):

LIST OF ENCLOSURES: *(Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)*

S. No.	Annexure No.	Detail of Annexure	Serial Number of Section referred


**PART D - DECLARATION**

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that .....has been working as  
.....in this Department since .....

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Signature of Discipline Coordinator

Signature of the Director  
of the School/Division/Centre etc.

Date :



**Proforma**  
**for**  
**Performance Based Appraisal System (PBAS)**  
**For**  
**Promotion of Teachers**

[Associate Professor (Academic Level 13A) to Professor (Academic Level 14)]

**Under**  
**Career Advancement Scheme (CAS) 2018**



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**MAIDAN GARHI, NEW DELHI-110068**



**Proforma for Performance Based Appraisal System (PBAS)**

**[Associate Professor to Professor]**

**As per CAS 2018**

(To be submitted for complete eligibility period)

**ASSESSMENT PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_**

(INFORMATION PROVIDED SHOULD PERTAIN TO THE *PERIOD* REFERRED ABOVE)

**STAGE OF PROMOTION: FROM \_\_\_\_\_ TO \_\_\_\_\_**

**PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:  
(Please enclose copy of appointment/last promotion order) (Annexure No.. )
10. Date of eligibility:
11. Stage/Academic level for which Promotion applied:
12. Category (SC/ST/OBC/PWD/General):
13. Address for Correspondence (with Pincode):

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

\_\_\_\_\_

Mobile No: \_\_\_\_\_

\_\_\_\_\_

14. Permanent Address (with Pin code), in case different from Sl.No.13:

15. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/ Class/ Grade	Main Subjects
Graduation						
Post-Graduation						
Other Examinations, if any						

16. Research Degree(s)

Degrees	Name of the University	Title of dissertation/thesis	Date of submission	Date of award
M.Phil.				
Ph.D/ D.Phil.				
D.Sc/D.Lit.				

17. Field of Specialization under the Subject/Discipline:

18. Courses taught/coordinated at various levels (Postgraduate/Undergraduate/Diploma/Certificate) during the period (Name the course(s) giving details) (excluding research degree programme) :

Sl. No.	Year	Name of the Course taught/coordinated	Level (Undergraduate/ Postgraduate)


Annexure No.

19. Details of Course/Programmes/Workshop/MOOCs attended or completed, as under:

19.1 Details of refresher/orientation course/research methodology/workshop/syllabus up-gradation/teaching –learning-evaluation/technology programmes/Faculty Development Programme

S. No.	Details	Place	Period		Sponsoring/ Organising Agency
			From	To	

19.2 MOOCs completed with e-certification

S. No.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/ Other)	E-certification no.

19.3 Contribution towards development of e-content/MOOCs in 4- quadrants

S. No.	Details of E-contents/ MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/ Other)

19.4 Contribution towards conduct of MOOCs

S. No.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/ Other)	E-certification no.

20. Experience as faculty member/Teacher in HEIs held prior to joining the Indira Gandhi National Open University:

S. No.	Designation	Name of the Employer	Date of		Pay Band with Grade Pay	Reasons for Leaving
			Joining	Leaving		

21. Period of Teaching experience during the assessment period:

Name of the Institution	Position held with pay scale/Pay Band with Grade pay	Ad- hoc/ Temporary/ Permanent	From	To	Total Experience (as on date of eligibility)		
					Years	Months	Days

## **PART-B: ACADEMIC PERFORMANCE ASSESSMENT**

(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

### **SECTION B.1:**

#### **TEACHING, LEARNING RELATED ACTIVITIES**

1. Teaching Activity (preparation of Course material, Planning, Designing, Development, Maintenance and Monitoring of academic programmes and courses in the Open and Distance Learning system including faculty development programmes and teaching of M.Phil/Ph.D. and guidance of research students, etc.)

##### 1.1 Details of Course Planning & Designing activities

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

##### 1.2 Details of Course Development activities

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

##### 1.3 Details of Activities related to Revision of Programmes/courses, Development of e-resources

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken


#### 1.4 Details of Programme/Course Coordination and Course Maintenance

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

#### 1.5 Details of Academic Support to Students

S. No.	Year	Name of Course	Level (PG/UG/ Diploma/ Certificate)	Activity undertaken

#### GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES)\*

Sl. No.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period

Overall Grading			
(To be filled by Screening cum Evaluation Committee/ Selection Committee)			

*\*Note: Good (80% and above) - involved in four activities*

*Satisfactory (Below 80% but 70% and above) – involved in three activities*

*Not satisfactory (Less than 70% ) -involved in less than three activities*

## SECTION B.2

### ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.

#### 2. Student related activities/ Research Activities

(a) Administrative responsibilities such as Chairperson/ Director/Head/ Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/ Membership of Statutory or high level Committees.

S. No.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

(b) Examination related work such as Setting of Question papers; moderation of question papers; invigilation/observer/flying squad duties, evaluation of answer scripts, evaluation of project proposals/ reports and practicals.

S. No.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and student support services.

S. No.	Year	Nature of Activity	Designation	Institution/ School/	Period
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				Division/ Centre etc.	From	To

(d) Organising seminars/ conferences/workshops, other University activities.

S. No.	Year	Details	Place	Period		Sponsoring/ Organising Agency
				From	To	

(e) Evidence of actively involved in guiding Ph.D students (PhD degree awarded to at least 1 candidate under his/her supervision).

Year	Details	Status of PhD students (during the period)		
		Registered	Thesis/ Dissertation submitted	Degree Awarded
	Name of student			

(f) Conducting minor or major research project sponsored by national or international agencies.

S. No.	Year	Title of Research Project	Period		Major/ Minor	Sponsoring/ Funding Agency
			From	To		

(g) At least ten publications in peer-reviewed journals or UGC list of Journals of which three should have been published during assessment period and a minimum research score of 110 (Academic Level 13A-14)

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List


**Note:**

Impact factor to be determined as per Thomson Reuters list

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

**OVERALL GRADING FOR B.2 (ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES)**

Sl. No.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period
Overall Grading*			
(To be filled by Screening cum Evaluation Committee/ Selection Committee)			

\*Note: *Grading criteria:*

*Good - Involved in any three activities*

*Satisfactory - involved in 1-2 activities*

*Not-satisfactory - Not involved / undertaken any of the activities*

(Please attach supporting documents as per requirement)

**SECTION B.3:  
 RESEARCH AND ACADEMIC CONTRIBUTIONS**
**1. Published Research Papers in Refereed/ Peer-Reviewed or UGC listed Journals**

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/ no. of authors)	Whether peer reviewed	Reference number of UGC - CARE List

Note:

*Impact factor to be determined as per Thomson Reuters list*

*The Authorship is to be filled as follows:*

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

**2. Publications (other than Research papers)**
**a.(i) Books authored as one of two authors/ First/Principal/ Corresponding Author/ Joint Author**

S. No.	Year	Title of the Book	Authorship*	Level of Publisher (National / International)	Publisher (with city/ country) & Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

## a.(ii) Chapter in Edited Books

S. No.	Title of Edited Book	Title of Chapter	Authorship*	Publisher (with city/country)	Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
  - First/Principal/Corresponding Author
  - Joint Author

## a.(iii) Books Edited as one of two Editor/ First/Principal/Corresponding Editor/ Joint Editor

S. No.	Title of the Book	Editorship*	Level of Publisher (National / International)	Publisher (with city/country)	Year of Publication	ISBN	Whether Refereed

\*The Editorship is to be filled as follows:

- One of Two Editors
- For more than two Editors:
  - First/Principal/Corresponding Editors
  - Joint Editors

## b. Translation works in Indian and Foreign Languages by qualified faculties.

## b.(i) Chapter or Research Paper

S. No.	Title of the Research Paper/	Journal/ Book Name with ISSN/ISBN	Year	Vol. No.	Page No.	Authorship*	Whether Peer Reviewed	Reference number of UGC - CARE

	Chapter	No.						List

\*The Authorship is to be filled as follows:

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

b.(ii) Books Translated

S. No.	Title of the Book	Authorship*	Publisher (with city/ country)	Year of Publication	ISBN	Whether Refereed

\*The Authorship is to be filled as follows:

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula

(a) Development of Innovative Pedagogy

S. No.	Name of the Module	Subject	Stream	Organization for which it was developed	Year	Level (UG/PG/ Other)	Weblink

(b) Design of new Curricula and Courses

S. No.	Name of the Curricula/Course	Subject	Organization for which it was developed	Year	Level (UG/PG/ Other)	Weblink

## (c) Development of MOOCs

## c.1 Development of complete MOOCs in 4 quadrant for a course with credits

S. No.	Year	Details of MOOC (with no. of quadrant)	Credits	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## c.2 MOOCs (developed in 4 quadrant) per module/Lecture

S. No.	Year	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## c.3. Content writer/subject matter expert for each module of MOOCs (at least one quadrant)

S. No.	Year	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## c.4. Course Coordinator for MOOCs (4 credit course)

S. No.	Year	Details of	Credits	Course	Subject	Organization for which it	Level (UG/PG/Other)	Weblink

		MOOC (with no. of quadrant)				was developed		

## (d) Development of E-Content

## d.1. Development of e-Content in 4 quadrants for a complete course/e-book

S. No.	Year	Details of E-Content (with no. of quadrant)	Course/E-book	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## d.2. E-content (developed in 4 quadrants) per module

S. No.	Year	Details of E-Content (with no. of quadrant)	Module	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## d.3. Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)

S. No.	Year	Details of E-content (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

## d.4. Editor of e-content for complete course/paper/e-book

S. No.	Year	Details of E-Content	Course/Paper/E-book	Subject	Organization for which it	Level (UG/PG/Other)	Weblink

		(with no. of quadrant)			was developed		

## 3. (a) Research Guidance

Year	Level of Guidance	Registered	Thesis/ Dissertation Submitted	Degree Awarded
	Ph.D.			
	MPhil./P.G. Dissertation			

## (b) Research Projects Completed

S. No.	Title	Status of PI*	Duration (in months)	Period (From-to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

\*Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

## (c) Research Projects ongoing

S. No.	Title	Status of PI*	Duration (in months)	Period (From-to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

\*Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

## (d) Consultancy.

S.	Title	Duration	Period	Total	Name of	Whether routed

No.		(in months)	(From-to) Dates to be given	Grant/Funding received (Rs.)	Sponsoring/Funding Agency	through Parent University/College

## 5. (a) Patents

S. No.	Title*	Area/Subject	Date of Award	Level (International National/)	Reference Number	Sponsoring Agency

\*Only patents awarded are to be mentioned.

(b) Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government)

S. No.	Title*	Area/ Subject	Date of publication/ Submission	Level (International National/ State)	Reference Number	Sponsoring Agency

\*Only Policy document published/submitted to bodies/organization detailed above shall be considered.

## (c) Awards/Fellowship

S. No.	Name of Award/Honor *	Area/Subject	Name of Awarding Body	Level (International National)	Date

\* In respect of fellowships entries in this section should be from post graduation (PDF etc) onwards only. Junior/Senior research fellowship and non-net fellowship should not be included.

6. Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)

S. No.	Title of Lecture/ Paper	Invited Lecutre/Resource	Nature of Programme*	Details	Level*	Date of presentation	Durati on (in minute	Sponsori ng Agency

		Person/Paper presented					s)	

\*Seminar/FDP/Conference

\*\* Level : International (Abroad)/ International (within country)/ National/ State/University.

(Please attach supporting documents wherever required)

### PART-C: OTHER RELEVANT INFORMATION

(a) Membership/Fellowship of Learned bodies /Societies:

(b) Literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions obtained:

(c) Please give details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.

(d) Future Plans (In approximately 150 words):

### **SUMMARY OF GRADING AND RESEARCH SCORE FOR THE ASSESSMENT PERIOD**

#### **Grading (Section B.1 and B.2)**

(As per the APPARs submitted by the applicant during the assessment period)

S. No	Year	Overall Grading for Section B.1	Overall Grading for Section B.2	No. of grading in the whole assessment period as	
				Good	Satisfactory

	Overall Grading in the whole assessment Period				

### **Research Score (Section B.3)**

Section B.3	Details of Research Activity	Academic/Research Score
1.	Published Research Papers	
2.	Publications (other than Research papers)	
2.a.(i)	Books authored	
2.a.(ii)	Chapter in Edited Books	
2.a.(iii)	Books Edited	
2.b.	Translation works in Indian and Foreign Languages	
2.b.(i)	Chapter or Research Paper	
2.b.(ii)	Books Translated	
<b>Sub total of Publications (other than Research Papers)</b>		
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula	
3.(a)	Development of Innovative Pedagogy	
3.(b)	Design of new Curricula and Courses	
3.(c)	Development of MOOCs	
3.c.1	Development of complete MOOCs in 4 quadrant for a course with credits	
3.c.2	MOOCs (developed in 4 quadrant) per module/Lecture	
3.c.3	Content writer/subject matter expert	
3.c.4	Course Coordinator for MOOCs	
3.(d)	Development of E-Content	
3.d.1.	Development of E-Content in 4 quadrants for a complete course/e-book	
3.d.2	E-content (developed in 4 quadrants) per module	
3.d.3	Contribution to development of e-content	
3.d.4	Editor of e-content for complete course/paper/e-book	
<b>Sub total of Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula</b>		
4.(a)	Research Guidance	
4.(b)	Research Projects Completed	
4.(c)	Research Projects ongoing	
4.(d)	Consultancy	

<b>Sub total of Research related activities</b>		
5.(a)	Patents	
5.(b)	Policy Document	
5.(c)	Awards/Fellowship	
<b>Sub total of Patents</b>		
6.	Invited lectures/ paper presentation	
<b>TOTAL ACADEMIC/RESARCH SCORE</b>		

**LIST OF ENCLOSURES:** *(Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)*

S. No.	Annexure No.	Detail of Annexure	Serial Number of Section referred

### **PART D - DECLARATION**

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that .....has been working as  
.....in this Department since .....

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Signature of Senior most Teacher  
in the Discipline/ Discipline Coordinator

Signature of the Director  
of the School/Division/Centre etc.

Date :

