

Appendix- 2: Sample formats for Teacher appraisal Reports (Source: UGC)

(From 1st July 2017 to 30th June 2022)

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

- a) Name : Dr. Seema Soni
- b) Address (Residential) Shri Ram Dwara Dewas, M.P. 455001
- c) Designation : Professor
- d) Department : Higher Education Govt. Of M.P. Political Science
- e) Date of Birth : 23.03.1963
- f) Area of Specialization : Indian Political Thought

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
Higher Secondary	M.P. Board Bhopal	Arts	1980	second
U.G. (B.A.)	Vikram University Ujjain	Political Science History, Economics	1983	second
P.G. (M.A.)	Vikram University Ujjain	Political Science	1985	First
PH.D.	Vikram University Ujjain	Political Science	1988	NA

ii) **Research Experience & Training**

Research Stage	Title of work/Theses	University where the work was carried out
PH.D.	Dr. Rammanohar Lohiya ka Samajwadi Chintan	Vikram University Ujjain

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B) Research Projects carried out (Minor/Major) nil

Title of the Project	Name of the funding Agency	Duration	Remarks

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date	Remarks as: *Organized as Org. Sec/Convener etc. * Acted as Res. Person * Chaired session etc. * Paper presented * Attended
Personality Development and soft skills	K.P College, Dewas	Dewas	Attended
National Yuva sansad mohatsav-2023	GOI, yuva karyakram evam khel mantralaya, Nehru yuva Kendra, Dewas (MP)	Dewas	Acted as Res. Person
Constutution Day	GOI, yuva karyakram evam khel mantralaya, Nehru yuva Kendra, Dewas (MP)	Dewas	Acted as Res. Person
Vyaktitya ekam Kaushal vikas me naitikta ka mahatv	Govt Ploytechnic College, Dewas	Dewas	Acted as Res. Person
Bharti Rajniti me mahilao ki Bhumika	Govt Madhav Arts and Commerce College, Ujjain	Ujjain	Acted as Res. Person
Usha mitra	Naveen evam navnikaran urja vibhad, MP govt	Bhopal	Attended
National workshop on Research Methodology	K.P college, Dewas	Dewas	Attended

FDP on E- Content	Higher Education, MP	Bhopal	Attended
Research Methodology in Social Sciences: issues and emerging trends	K.P college, Dewas	Dewas	Attended
National webinar on spatial dimensions of life on land	K.P college, Dewas	Dewas	Attended
Mahatma Gandhi evam narivad	Mata jjabai govt PG girls college, Indore, MP	Indore	Acted as Res. Person
Bharat ke Pratham pradhanmantri shri Pandit Jawaharlal Nehru Ji ki 130 th varshganth ke awsar pe karyakram	STP Govt Science College, Dewas	Dewas	Acted as Res. Person
Mahatma Gandhi ki 150 th Jayanti	Innovation Public Higher Secondary School, Dewas	Dewas	Acted as Res. Person
Udgam2K19: National conference on "Paradigm shift for sustainable development: Challenges and Opportunities for Social Science, Arts, Humanities, Journalism and Mass communications	Shri Vaishnav Vidyapeeth Vishwavidyalaya	Indore	Acted as Res. Person
Bhartiya loktantra, samajik nyay aur Dr. Ram Manohar Lohiya: samkaleen Paridrashya	University of Lucknow, Lucknow	Lucknow, UP	Acted as Res. Person

(iii) Teaching Experience

Courses Taught	Name of the University/ College / Institution	Duration
U.G.	Govt. College, Bagli	5 years
P.G.	SKP Govt PG college, Dewas	28 years

Total Teaching Experience : 33

a) Under-graduate (Pass) : 33

b) Under-graduate (Hons): Nil

c) Post-graduate : 28

viii) Innovations/Contributions in Teaching

a) Design of Curriculum : Nil

b) Teaching methods: Lecture, Blackboard and chalk, PPT, Notes, Group Discussion, Online Teaching Through Google Meet , E CONTENT Lenim ka Marxvad CCE, Project etc.

c) Laboratory experiments : Nil

d) Evaluation methods: CCE, Monthly Test, Orel Test , University Exam Group Discussion, Setting Of Question Paper, Evaluation of Answer Copies Played Active Role in Open book exam for Two Years in covid pandemic and evaluated the copies Feedback, test, Semi-surprise test, class questioning, teaching by the students etc.

e) Preparation of resource material : Reading material, notes etc.

Including books, reading materials, Providing Fresh Reading Material Laboratory manuals etc. Student in Covid Pandemic and Sending it on their email in form of PPT, Pdf notes and ebook.

f) Remedial Teaching / Student Counseling (academic) : Class taken in session 2019-2020

g) Any Other : Imparting Language Improvement, Personality Development, Quality Enhancement Management, Communication Skills Lectures

ix) Extension Work/Community Service

a) Please give a short account of your contribution to:

- b) i) Community work : Master trainer in all types of elections.
 such as values of National Integration,
 secularism, democracy, socialism, humanism, peace,
 scientific temper, flood or drought relief, small family norms etc. Celebration of
 Narmada Yatra organized by M.P. Govt. Visit to Tural with DALAI LAMAS VISIT as
 Special GUEST
- ii) National Literacy Mission : Give Donation to Uttarakhand Calamity
- b) Positions held/Leadership role played in organizations linked with Extension
 Work and National Service Scheme (NSS), or NCC or any other similar activity :
 MENTOR IN SWAMI VIVEKANAND CAREER CELL Visit to NSS camp organized in
 Khatamba in 2021
- c) INDUSTRIAL VISIT TO COMPANIES

D. Participation in Corporate Life:

Please give a short account of your contribution to :

- a) College/University/ Institution : Online admissions, offline admissions, election of
 college Student Council, valuation of answer books, paper setting, examined project works
 of different colleges etc. COORDINATOR Chitrakut University
- b) Co-curricular Activities : COORDINATOR Personality Development Cell
 c Member of Yuva Utsav College committee
- c) Enrichment of Campus Life : Sports committee, selection of teams, taking teams to
 other colleges and the university etc.
- d) Students Welfare and Discipline : Guidance to students in every field.
- e) Membership/Participation in Bodies/Committees : Nil
 on Education and National Development
- f) Professional Organization of Teachers : Nil

E. (a) Membership of Professional Bodies, Societies etc.

- (b) Editorship of Journals : Nil

F. Any other information: Nil

**Note: While giving details for research paper please mentioned year, name of
 journal, vol. no., page no. etc.**

(Signature of the Teacher)

Appendix- 2: Sample formats for Teacher appraisal Reports (Source: UGC)

(From 1st July 2010 to 30th June 2014)

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

- a) Name : Dr. Nusrat Sultana
- b) Address (Residential) B-2/127 Aadarsh Nagar Nagjhiri Dewas Road Ujjain
- c) Designation : Assistant Professor
- d) Department : Urdu
- e) Date of Birth : 2nd May 1976
- f) Area of Specialization : Urdu Nazm

A) **Academic Qualifications**

Exam Passed	Board/ University	Subjects	Year	Division/Gra de Merit etc.
12th	Mp board Bhopal	History, Urdu, political science	1992	2nd
B.A.	Vikram University Ujjain	Urdu, political science, economic	1995	2nd
M.A.	Vikram University Ujjain	Urdu	1997	1st
NET	U.G.C New Delhi	Urdu	1999/2000	-
Ph.D.	Vikram University Ujjain	Urdu	2006	-

ii) **Research Experience & Training**

Research Stage	Title of work/Theses	University where the work was carried out
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B) Research Projects carried out (Minor/Major)

Title of the Project	Name of the funding Agency	Duration	Remarks

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date	Remarks as: *Organized as Org. Sec/Convener etc. * Acted as Res. Person * Chaired session etc. * Paper presented * Attended
Induction Programme	R.C.V.P. Narohna Academy	Bhopal, 03/02/2020 to 08/02/2020	Attended
"Mothertougue and Personality development" Lecture	S.K.P. College Dewas	5th March 2021	As a Resource Person
"Research Methology in Social science" National Workshop	M.J.B. GOVT. P.G.GIRLS College Indore M.P.	03/01/2021 to 09/01/2021	Attended
4-week Orientation Programme	T.L.C. , Ramanujan College University of Delhi	19th june- 18th July	Attended

"Kalam-E-Zafar; Ek Badshah Ki Zindagi Ka Almiya" State Level Seminar	N.C.P.U.L. New Delhi	26th February 2022, Burhanpur	Paper presented
"GST: Implementation, Challenges and Future Aspects" National Seminar	S.K.P. College Dewas	13th April 2022	Attended
"Basic Computer" FDP PROGRAMME	R.C.V.P Narohna Academy	25/04/2022 to 29/04/2022	Attended
National Workshop on Research Methology	MPHEQIP, DEPARTMENT OF HIGHER EDUCATION, Bhopal [M.P.]	14th November 2022 to 19th November 2022	Attended
Workshop on Personality development and Soft Skill	S.K.P. GOVT. PG COLLEGE, DEWAS [M.P.]	21-11-2022	Attended

(iii) Teaching Experience

Courses Taught	Name of the University/ College / Institution	Duration
U.G. & P.G.	Madhav GOVT. PG College Ujjain M.P.	1997-2000
U.G. & P.G.	M.J.B. GOVT. PG AUTONOMOUS COLLEGE INDORE M.P.	2001-2007
U.G. & P.G.	Madhav GOVT. PG College Ujjain M.P.	2008-2009
U.G. & P.G.	K.R.G GOVT. PG AUTONOMOUS COLLEGE GWALIOR M.P.	2010-2018
U.G.	S.K.P. GOVT. PG COLLEGE DEWAS M.P.	From 2019

Total Teaching Experience :

- a) Under-graduate (Pass) : 25yrs
- b) Under-graduate (Hons):
- c) Post-graduate : 22yrs

viii) Innovations/Contributions in Teaching

- a) Design of Curriculum : Nil
- b) Teaching methods: Lecture, Blackboard and chalk, PPT, Notes, Group Discussion, CCE, Project etc.
- c) Laboratory experiments : Nil
- d) Evaluation methods: CCE, Feedback, test, Semi-surprise test, class questioning, teaching by the students etc.
- e) Preparation of resource material : Reading material, notes etc.
Including books, reading materials,
Laboratory manuals etc.
- f) Remedial Teaching / Student Counseling (academic) : Counseling
- g) Any Other : Nil

ix) Extension Work/Community Service

- a) Please give a short account of your contribution to:
- b) i) Community work : election duties
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 : Nil
- b) Positions held/Leadership role played in organizations linked with Extension Work and National Service Scheme (NSS), or NCC or any other similar activity :
NSS suggestion committee member

D. Participation in Corporate Life:

Please give a short account of your contribution to :

- a) College/University/ Institution : offline admissions, election of collegel, valuation of answer books, paper setting, examined project works of different colleges etc.
- b) Co-curricular Activities : Career guidance for urdu subject etc.
- c) Enrichment of Campus Life : Sports committee, selection of teams, taking teams to other colleges and the university etc.
(Hostels, sports, games, cultural activities)

d) Students Welfare and Discipline : Guidance to students in every field.

e) Membership/Participation in Bodies/Committees on Education and National Development: Board of Studies Member of Jiwaji University Gwalior [M.P.]

f) Professional Organization of Teachers : Nil

E. (a) Membership of Professional Bodies, Societies etc.

(b) Editorship of Journals : Nil

**F. Any other information: Published Book : SHARFUDDIN SAHIL
Shakhs, Shair Aur Nasrnigar**

Note: While giving details for research paper please mentioned year, name of journal, vol. no., page no. etc.



[Signature of the teacher]
Dr. Nusrat Sultana
Assistant professor
DEPT. OF URDU

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(From 1st July 2010 to 30th June 2014)

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

- a) Name : Dr. MAMTA JHALA
- b) Address (Residential) A-163 Kalani Bagh, Dewas (MP)
- c) Designation : Professor (HINDI)
- d) Department : HINDI Department
- e) Date of Birth : 21 July 1967
- f) Area of Specialization :

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
Higher Secondary	M.P. BOARD, BHOPAL	Arts (Economics, Civics, History)	1982	2 nd Div.
Bachelor's Degree (B.A.)	Vikram University UJJAIN (MP)	B.A Hindi, Political Science, Economics	1985	2 nd Div.
Master's Degree (M.A.)	Vikram University UJJAIN (MP)	M.A. (HINDI)	1987	1 st Div With Merit 8 th Position
Research Degree (M.Phil)	Vikram University UJJAIN (MP)	Hindi	1989	1 st Div
Ph.D	Vikram University UJJAIN (MP)	Hindi	2001	
A.P.P.Sc	M.P.Lok Seva Ayog	Hindi	1994	Passed

(ii) **Research Experience & Training**

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil	Astitvavad Aur Mohan Rakesh Ka Natya Sahitya	Vikram University UJJAIN(MP)
Ph.D	Astitvavad Ke Alok Mei Mohan Rakesh ke Katha Sathitya Ka Adhyyan	Vikram University UJJAIN (MP)

B) Research Projects carried out (Minor/Major)

Title of the Project	Name of the funding Agency	Duration	Remarks
NIL	NIL	NIL	NIL

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date	Remarks as: *Organized as Org.Sec/Convener etc. *Acted as Res. Person * Chaired session etc. * Paper presented * Attended
Ek Divasiya Aanadmam Workshop	Office of Chief Executive Officer, Jila Panchayat, Dewas (MP)	Dewas 31-01-2017	Attended
Bhakti Kalin Sahitya Janchetna Ki Parmpara Premchand Aur Vartman Tak Eavam "Madhayakalin Etihash ke Mahatpurn Jansanghars" Workshop	Sponsoring Agency Premchand Srajan Pith MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal And History and Hindi Department of GOVT K.P.S P.G College Dewas (MP)	Dewas 23-03-2018	Attended

Sahitya Samaj Ka Durpan he Etahasik Samajik evam Bhugolic Pariprekshy”	Sponsoring Agency Premchand Srajan Pith Ujjain , MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal and Govt College Bagli Distt. Dewas(MP)	Bagli 17-03-2018	Attended
National Conference On Population , Development & Environmental Sustainability with Special Reference To Central India	Organized By Department Of Geography Of Skp College , Dewas(MP) Sponsored By UGC-CRO, Bhopal	30 & 31 March,2017	Paper Presented on Paryavarn Sposita Aur Hindi
National Seminar On Concerns of Literature	Organized By School of Comparative Languages&Culture Deviahilya Vishwavidyalaya,Indore	08-12-2018	Paper Presented on Mohan Rakesh Ke Natako me Samajik Sarokar
National Research Conference on Mahatma Ghandhi: Bhasha Sahayitya Aur Lok Sanskriti Ke PariPreshya me	Organized School Study Hindi Department , Vikram University Ujjain(MP)	19,20,and 21 July 2019	Paper Presented On Bhavani Prasad Mishra Ke Kam Me Ghandhi Dharshan
National Seminar on Samkalin Sandharb me Bal Sahitya ki Prasangikta	Organized By Government Post Graduate College , Datia(MP)	10 & 11 January 2020	Paper presented on Mohan Rakesh ka Bal Sahitya
National Seminar From Science To Society	Organized By Government Polytechnic College , Dewas (MP)	29 February 2020	Attended
National Seminar On Yoga for Health and Wellness	Organized By SKP GOVT.PG.College (MP),Sponsored by MP Higher Education	16th March,2022	Attended
National Workshop On Research Methodology	Organized By Department of English SKP GOVT.PG.College DEWAS (MP), Sponsored by MPHEQIP, Department of Higher Education, Bhopal (MP)	14 & 19 November 2022	Attended
Special Lecture on Malviya Sahitya Ka Vesistya	Organized By Bhagat Singh Govt PG College JAWARA, (MP)	21 November 2022	Deliver Special Lecture

National Seminar On EFFECTS OF WATER AND AIR POLLUTION ON HUMAN LIFE	Organized by SKP govt.PG College, Dewas (MP)	29 March 2022	Attended
National Seminar On GST: Implementation , Challenge & Furure Aspects	Organized by SKP govt.PG College, Dewas (MP)	13 April 2022	Attended
National Webinar on Pravashi Hindi Sahahitya	Organized by Vishvasrao Naik Art and Commerce Science College Shirala Distt Sagali (MS)	30 July2020	Attended
National Webinar on Mahakavi Padmakar: Shabd Samya Aur Samaj	Organized by Pandit. Dindayal Upadya Govt Art and Commerce College Sagar (MP)	30 August 2020	Attended
National Webinar on Antarrastriya Esatar Par Hindi ke Badte Kadam	Organized by Govt College Hata Damoh (MP)	15 February 2022	Attended
National Webinar on Chetriya Etihash ke Vividha Ayam	Organized by Govt. Madhav Art & Commerce College, UJJAIN(MP)	11 February 2021	Attended
National Webinar on Premchandra Ka Sahitya, Yug Eavm Sawtantra Sagram	Organized by Maharani Pushmalan Raje Pawar Govt. Girls Degree College , DEWAS(MP)		Attended

(iii) Teaching Experience - (32 Years 6 months)

Courses Taught	Name of the University/ College / Institution	Duration
Under Graduate	Govt. College , Kukshi (MP)	04-01-1990 TO 22-07-1994 (4year 6 months)
Under Graduate	GOVT. S.K.P College , Dewas(MP)	23-07-1994 TO Till date (28 Years)

Total Teaching Experience :

- a) Under-graduate (Pass) : 32 years 6 Months
- b) Under-graduate (Hons): NIL
- c) Post-graduate NIL :

viii) Innovations/Contributions in Teaching

- a) Design of Curriculum : Nil
- b) Teaching methods: Lecture, Blackboard and chalk, PPT, Notes, Group Discussion, CCE, Project etc.
- c) Laboratory experiments : Nil
- d) Evaluation methods: CCE, Feedback, test, Semi-surprise test, class questioning, teaching by the students etc.
- e) Preparation of resource material : Reading material, notes, Internet notes From Google site etc. Including books, and Literary Magazines reading materials, Others manuals etc.
- f) Remedial Teaching / Student Counseling (academic) : Counseling
- g) Any Other : Guidance to Student for Hindi Subject in Various Competitive exams

ix) Extension Work/Community Service

- a) Please give a short account of your contribution to:
- b) i) Community work :- Worked as Sector officer in General Election of Parliament and MP Legislative Assembly elections. Members in Communication team in Panchayat Election

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 : Nil
- 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

D. Participation in Corporate Life:

Please give a short account of your contribution to :

a) College/University/Institution :

- 1) Worked as Head of Hindi Department since 2016 to till date.
- 2) Worked as Editor of College Magazine "kshipra"
- 3) Worked as Convener of "Prachar Prasar Samite of College"
- 4) Worked as Convener at College level Gaon Ki Beti & Pratibha Kiran Yojna and Member of leading Level in both of the above.
- 5) Worked as Convener and member of online admissions committee in every academic session.
- 6) Valuation of answer books ,paper setting , examined CCE ,
- 7) Assistant Superintendent , Campus duty and Invigilation of University Exmination.
- 8) Mentor of B.A. Final 2020-21,2021-22,& 2022-23 students , Member of Swami Vivekanand carrer Guidance cell .
- 9) Members Of Yuva Utasav Samitte
- 10) Member of Women's Atrocities Committee of college.
- 11)

Online admissions, offline admissions, election of college Student Council, valuation of answer books, paper setting, examined project works of different colleges etc.

b) Co-curricular Activities :

- 1) Member of Women's Atrocities Committee of college.
- 2) Members Of Yuva Utasav Samitte

Career guidance cell etc.

c) Enrichment of Campus Life :

- 1) As per the Guidelines of the government and the principal to organize debate and essay competition on various subject and topics for students time to time.

d) Students Welfare and Discipline :

1) Helping weaker students in study and give proper guidance to student and provide the books notes for competitive examination .

e) Membership/Participation in Bodies/Committees :

on Education and National Development

- 1) Members of HINDI Adhyan Mandal Of Vikram University Ujjain ,(MP) for Three years from 2019 -2022
- 2) Member of NEP 2020 development of New syllabus for Hindi literature.

g) Professional Organization of Teachers :

- 1) Member of "Prantiya Pradhyapak Sangh"MP

E. (a) Membership of Professional Bodies, Societies etc.

1)Member of Madhya Pradesh Sahitya Parsid Dewas Unite.

2) member of "Hindi Sahitya Bharti, Dewas

3)Life time Membership of "Veena" and "Sahitya Parikrama" Magazine

12) Editorship of Journals :
Worked as Editor of College Magazine" kshipra"

F. Any other information:

- 1) Online Short term Self employment training Course 08-02-2021 to 09-03-2021 from RCVN Noronha Academy of Administration and Management , Bhopal (MP)
- 2) Appreciation Certificate for Sector officer, in assembly election of 171 Dewas year 2018.
- 2)

Note: While giving details for research paper please mentioned year, name of journal, vol. no., page no. etc.

(Signature of the Teacher)

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(From 1st July 2010 to 30th June 2014)

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- b) Address (Residential) A-163 Kalani Bagh, Dewas (MP)
- c) Designation : Professor (HINDI)
- d) Department : HINDI Department
- e) Date of Birth : 21July 1967
- f) Area of Specialization :

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
Higher Secondary	M.P. BOARD, BHOPAL	Arts (Economics, Civics, History)	1982	2 nd Div.
Bachelor's Degree (B.A.)	Vikram University UJJAIN (MP)	B.A Hindi, Political Science, Economics	1985	2 nd Div.
Master's Degree (M.A.)	Vikram University UJJAIN (MP)	M.A. (HINDI)	1987	1 st Div With Merit 8 th Position
Research Degree (M.Phil)	Vikram University UJJAIN (MP)	Hindi	1989	1 st Div
Ph.D	Vikram University UJJAIN (MP)	Hindi	2001	
A.P.P.Sc	M.P.Lok Seva Ayog	Hindi	1994	Passed

(ii) **Research Experience & Training**

Research Stage	Title of work/Theses	University where the work was carried out
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Ph.D	Astitvavad Ke Alok Mei Mohan Rakesh ke Katha Sathitya Ka Adhyyan	Vikram University UJJAIN (MP)

B) Research Projects carried out (Minor/Major)

Title of the Project	Name of the funding Agency	Duration	Remarks
NIL	NIL	NIL	NIL

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date	Remarks as: *Organized as Org.Sec/Convener etc. *Acted as Res. Person * Chaired session etc. * Paper presented * Attended
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Bhakti Kalin Sahitya Janchetna Ki Parmpara Premchand Aur Vartman Tak Eavam "Madhayakalin Etihash ke Mahatpurn Jansanghars" Workshop	Sponsoring Agency Premchand Srajan Pith MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal And History and Hindi Department of GOVT K.P.S P.G College Dewas (MP)	Dewas 23-03-2018	Attended

Sahitya Samaj Ka Durpan he Etahasik Samajik evam Bhugolic Pariprekshy”	Sponsoring Agency Premchand Srajan Pith Ujjain , MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal and Govt College Bagli Distt. Dewas(MP)	Bagli 17-03-2018	Attended
National Conference On Population , Development & Environmental Sustainability with Special Reference To Central India	Organized By Department Of Geography Of Skp College , Dewas(MP) Sponsored By UGC-CRO, Bhopal	30 & 31 March,2017	Paper Presented on Paryavarn Sposita Aur Hindi
National Seminar On Concerns of Literature	Organized By School of Comparative Languages&Culture Deviahilya Vishwavidyalaya,Indore	08-12-2018	Paper Presented on Mohan Rakesh Ke Natako me Samajik Sarokar
National Research Conference on Mahatma Ghandhi: Bhasha Sahayitya Aur Lok Sanskriti Ke PariPreshya me	Organized School Study Hindi Department , Vikram University Ujjain(MP)	19,20,and 21 July 2019	Paper Presented On Bhavani Prasad Mishra Ke Kam Me Ghandhi Dharshan
National Seminar on Samkalin Sandharb me Bal Sahitya ki Prasangikta	Organized By Government Post Graduate College , Datia(MP)	10 & 11 January 2020	Paper presented on Mohan Rakesh ka Bal Sahitya
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National Workshop On Research Methodology	Organized By Department of English SKP GOVT.PG.College DEWAS (MP), Sponsored by MPHEQIP, Department of Higher Education, Bhopal (MP)	14 & 19 November 2022	Attended
Special Lecture on Malviya Sahitya Ka Vesistya	Organized By Bhagat Singh Govt PG College JAWARA, (MP)	21 November 2022	Deliver Special Lecture

National Seminar On EFFECTS OF WATER AND AIR POLLUTION ON HUMAN LIFE	Organized by SKP govt.PG College, Dewas (MP)	29 March 2022	Attended
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National Webinar on Mahakavi Padmakar: Shabd Samya Aur Samaj	Organized by Pandit. Dindayal Upadya Govt Art and Commerce College Sagar (MP)	30 August 2020	Attended
National Webinar on Antarrastriya Esatar Par Hindi ke Badte Kadam	Organized by Govt College Hata Damoh (MP)	15 February 2022	Attended
National Webinar on Chetriya Etihash ke Vividha Ayam	Organized by Govt. Madhav Art & Commerce College, UJJAIN(MP)	11 February 2021	Attended
National Webinar on Premchandra Ka Sahitya, Yug Eavm Sawtantra Sagram	Organized by Maharani Pushmalan Raje Pawar Govt. Girls Degree College , DEWAS(MP)		Attended

(iii) Teaching Experience - (32 Years 6 months)

Courses Taught	Name of the University/ College / Institution	Duration
Under Graduate	Govt. College , Kukshi (MP)	04-01-1990 TO 22-07-1994 (4year 6 months)
Under Graduate	GOVT. S.K.P College , Dewas(MP)	23-07-1994 TO Till date (28 Years)

Total Teaching Experience :

- a) Under-graduate (Pass) : 32 years 6 Months
- b) Under-graduate (Hons): NIL
- c) Post-graduate NIL :

viii) Innovations/Contributions in Teaching

- a) Design of Curriculum : Nil
- b) Teaching methods: Lecture, Blackboard and chalk, PPT, Notes, Group Discussion, CCE, Project etc.
- c) Laboratory experiments : Nil
- d) Evaluation methods: CCE, Feedback, test, Semi-surprise test, class questioning, teaching by the students etc.
- e) Preparation of resource material : Reading material, notes, Internet notes From Google site etc. Including books, and Literary Magazines reading materials, Others manuals etc.
- f) Remedial Teaching / Student Counseling (academic) : Counseling
- g) Any Other : Guidance to Student for Hindi Subject in Various Competitive exams

ix) Extension Work/Community Service

- a) Please give a short account of your contribution to:
- b) i) Community work :- Worked as Sector officer in General Election of Parliament and MP Legislative Assembly elections. Members in Communication team in Panchayat Election

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 : Nil
- 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

D. Participation in Corporate Life:

Please give a short account of your contribution to :

a) College/University/Institution :

- 1) Worked as Head of Hindi Department since 2016 to till date.
- 2) Worked as Editor of College Magazine "kshipra"
- 3) Worked as Convener of "Prachar Prasar Samite of College"
- 4) Worked as Convener at College level Gaon Ki Beti & Pratibha Kiran Yojna and Member of leading Level in both of the above.
- 5) Worked as Convener and member of online admissions committee in every academic session.
- 6) Valuation of answer books ,paper setting , examined CCE ,
- 7) Assistant Superintendent , Campus duty and Invigilation of University Exmination.
- 8) Mentor of B.A. Final 2020-21,2021-22,& 2022-23 students , Member of Swami Vivekanand carrer Guidance cell .
- 9) Members Of Yuva Utasav Samitte
- 10) Member of Women's Atrocities Committee of college.
- 11)

Online admissions, offline admissions, election of college Student Council, valuation of answer books, paper setting, examined project works of different colleges etc.

b) Co-curricular Activities :

- 1) Member of Women's Atrocities Committee of college.
- 2) Members Of Yuva Utasav Samitte

Career guidance cell etc.

c) Enrichment of Campus Life :

- 1) As per the Guidelines of the government and the principal to organize debate and essay competition on various subject and topics for students time to time.

d) Students Welfare and Discipline :

1) Helping weaker students in study and give proper guidance to student and provide the books notes for competitive examination .

e) Membership/Participation in Bodies/Committees :

on Education and National Development

- 1) Members of HINDI Adhyan Mandal Of Vikram University Ujjain ,(MP) for Three years from 2019 -2022
- 2) Member of NEP 2020 development of New syllabus for Hindi literature.

g) Professional Organization of Teachers :

- 1) Member of "Prantiya Pradhyapak Sangh"MP

E. (a) Membership of Professional Bodies, Societies etc.

1)Member of Madhya Pradesh Sahitya Parsid Dewas Unite.

2) member of "Hindi Sahitya Bharti, Dewas

3)Life time Membership of "Veena" and "Sahitya Parikrama" Magazine

12) Editorship of Journals :
Worked as Editor of College Magazine" kshipra"

F. Any other information:

- 1) Online Short term Self employment training Course 08-02-2021 to 09-03-2021 from RCVN Noronha Academy of Administration and Management , Bhopal (MP)
- 2) Appreciation Certificate for Sector officer, in assembly election of 171 Dewas year 2018.
- 2)

Note: While giving details for research paper please mentioned year, name of journal, vol. no., page no. etc.

(Signature of the Teacher)

Appendix- 2: Sample formats for Teacher appraisal Reports (Source: UGC)

(From 1st July 2010 to 30th June 2014)

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

- a) Name : Dr. MAMTA JHALA
- b) Address (Residential) A-163 Kalani Bagh, Dewas (MP)
- c) Designation : Professor (HINDI)
- d) Department : HINDI Department
- e) Date of Birth : 21July 1967
- f) Area of Specialization :

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
Higher Secondary	M.P. BOARD, BHOPAL	Arts (Economics, Civics, History)	1982	2nd Div.
Bachelor's Degree (B.A.)	Vikram University UJJAIN (MP)	B.A Hindi, Political Science, Economics	1985	2nd Div.
Master's Degree (M.A.)	Vikram University UJJAIN (MP)	M.A. (HINDI)	1987	1st Div With Merit 8 th Position
Research Degree (M.Phil)	Vikram University UJJAIN (MP)	Hindi	1989	1st Div
Ph.D	Vikram University UJJAIN (MP)	Hindi	2001	
A.P.P.Sc	M.P.Lok Seva Ayog	Hindi	1994	Passed

(ii) **Research Experience & Training**

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil	Astitvavad Aur Mohan Rakesh Ka Natya Sahitya	Vikram University UJJAIN(MP)
Ph.D	Astitvavad Ke Alok Mei Mohan Rakesh ke Katha Sathitya Ka Adhyayan	Vikram University UJJAIN (MP)

B) Research Projects carried out (Minor/Major)

Title of the Project	Name of the funding Agency	Duration	Remarks
NIL	NIL	NIL	NIL

C) Seminars, Conferences, Symposia Workshops etc. attended

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date	Remarks as: *Organized as Org.Sec/Convener etc. *Acted as Res. Person * Chaired session etc. * Paper presented * Attended
Ek Divasiya Aanadmam Workshop	Office of Chief Executive Officer, Jila Panchayat, Dewas (MP)	Dewas 31-01-2017	Attended
Bhakti Kalin Sahitya Janchetna Ki Parmpara Premchand Aur Vartman Tak Eavam "Madhayakalin Etihash ke Mahatpurn Jansanghars" Workshop	Sponsoring Agency Premchand Srajan Pith MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal And History and Hindi Department of GOVT K.P.S P.G College Dewas (MP)	Dewas 23-03-2018	Attended

Sahitya Samaj Ka Durpan he Etahasik Samajik evam Bhugolic Pariprekshy”	Sponsoring Agency Premchand Srajan Pith Ujjain , MP Govt Sanskriti Vibhag aur Sanskritik Parisad, Bhopal and Govt College Bagli Distt. Dewas(MP)	Bagli 17-03-2018	Attended
National Conference On Population , Development & Environmental Sustainability with Special Reference To Central India	Organized By Department Of Geography Of Skp College , Dewas(MP) Sponsored By UGC-CRO, Bhopal	30 & 31 March,2017	Paper Presented on Paryavarn Sposita Aur Hindi
National Seminar On Concerns of Literature	Organized By School of Comparative Languages&Culture Deviahilya Vishwavidyalaya,Indore	08-12-2018	Paper Presented on Mohan Rakesh Ke Natako me Samajik Sarokar
National Research Conference on Mahatma Ghandhi: Bhasha Sahayitya Aur Lok Sanskriti Ke PariPreshya me	Organized School Study Hindi Department , Vikram University Ujjain(MP)	19,20,and 21 July 2019	Paper Presented On Bhavani Prasad Mishra Ke Kam Me Ghandhi Dharshan
National Seminar on Samkalin Sandharb me Bal Sahitya ki Prasangikta	Organized By Government Post Graduate College , Datia(MP)	10 & 11 January 2020	Paper presented on Mohan Rakesh ka Bal Sahitya
National Seminar From Science To Society	Organized By Government Polytechnic College , Dewas (MP)	29 February 2020	Attended
National Seminar On Yoga for Health and Wellness	Organized By SKP GOVT.PG.College , DEWAS (MP),Sponsored by MP Higher Education	16th March,2022	Attended
National Workshop On Research Methodology	Organized By Department of English SKP GOVT.PG.College DEWAS (MP), Sponsored by MPHEQIP, Department of Higher Education, Bhopal (MP)	14 & 19 November 2022	Attended
Special Lecture on Malviya Sahitya Ka Vesistya	Organized By Bhagat Singh Govt PG College JAWARA, (MP)	21 November 2022	Deliver Special Lecture

National Seminar On EFFECTS OF WATER AND AIR POLLUTION ON HUMAN LIFE	Organized by SKP govt.PG College, Dewas (MP)	29 March 2022	Attended
National Seminar On GST: Implementation , Challenge & Furure Aspects	Organized by SKP govt.PG College, Dewas (MP)	13 April 2022	Attended
National Webinar on Pravashi Hindi Sahahitya	Organized by Vishvasrao Naik Art and Commerce Science College Shirala Distt Sagali (MS)	30 July2020	Attended
National Webinar on Mahakavi Padmakar: Shabd Samya Aur Samaj	Organized by Pandit. Dindayal Upadya Govt Art and Commerce College Sagar (MP)	30 August 2020	Attended
National Webinar on Antarrastriya Esatar Par Hindi ke Badte Kadam	Organized by Govt College Hata Damoh (MP)	15 February 2022	Attended
National Webinar on Chetriya Etihash ke Vividha Ayam	Organized by Govt. Madhav Art & Commerce College, UJJAIN(MP)	11 February 2021	Attended
National Webinar on Premchandra Ka Sahitya, Yug Eavm Sawtantra Sagram	Organized by Maharani Pushmalan Raje Pawar Govt. Girls Degree College , DEWAS(MP)		Attended

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