

Miss Jyoti Sharma

**PERFORMANCE APPRAISAL REPORT - II**  
**SELF APPRAISAL**

(To be submitted in duplicate before 30<sup>th</sup> April)

(Ref. The Vice Chancellor direction vide Circular No. CONCOLE/ TAU/VCD/37 OF 2000 dated 21<sup>st</sup> January 2000 and subsequent amendment vide circular No. CONCOL/TAU/VED/310 of 2000 dated 17<sup>th</sup> Aug 2000)

Period: 1-4-20..... to 31-03-20..... (Year 20~~22~~ to 20~~22~~.)

**A. BASIC INFORMATION**

- a) Name of the college in full: Vidyavardhini's Annasaheb Vartak College of Arts, Kedarnath Malhotra College of Commerce, E. S. Andrades College of Science and Junior College Vasai Road (W) - Dist. Palghar - 401202
- b) Name of the Teacher : Ms. Jyoti Sharma
- c) Designation : Asst. Professor
- d) Department : Chemistry
- e) Area of Specialisation : Organic Chemistry
- f) Date of joining the present college: 11 January 2023
- g) Honours Conferred : MSc

**B. TEACHING**

	No. of Lectures	Number of Tutorials /Practical's Taught in the Year.	Steps taken for the teaching periods missed during absence of leave
Under Graduate	-	7 Practical Per week	-
Post Graduate	-	-	-
Any Other	-	-	-

To be filled at the end of every academic year L= Lecture T=Tutorial P= Practical

b) Regularity and Punctuality: Regular & Punctual in taking practical

c) Details of course teaching plan, synopses of lecture and reading list supplied to students

Practicals syllabus to be completed are well planned

d) Details of Participation in the following

i) University Evaluation : -

ii) Internal Evaluation : -



- iii) Paper setting : .....
- iv) Assessment of Home Assignments: .....
- v) Conduct of Examination : *I was working as an expert for practical exams*
- vi) Evaluation of Dissertation etc. : .....

**C) DETAILS OF INNOVATION/CONTRIBUTIONS IN TEACHING, DURING THE YEAR**

- a) Design Curriculum: .....
- b) Teaching Experiments: .....
- c) Laboratory Experiments: .....
- d) Evaluation Methods: .....
- e) Participation of resource material including books, reading materials, laboratory, Manuals etc .....
- f) Remedial Teaching/Students Counselling (Academic) .....
- g) Any other .....

**D) IMPROVEMENT OF PROFESSIONAL COMPETENCE**

- a) Details regarding orientation/refresher course attended participation in seminar Schools, workshops, seminars, symposia etc. including Open University course / M. Phil, Ph. D. ....

**E) RESEARCH CONTRIBUTIONS**

- a) Number of students (M. Phil/ Ph.D.)

Class	At the beginning of the Year	Registered during the Year	Completed during the Year
M. Phil	-	-	-
Ph. D.	-	-	-

- b) No. of research papers published (Please enclose list) .....

**Research Projects**

Title of the Project	Name of the funding	Duration
-	-	-

- d) Details of Seminar, conference, symposia organised .....



e) Patents taken, if any give a brief description.

f) Membership of professional bodies editorship of journals etc.

**F) EXTENSION WORK/ COMMUNITY SERVICE:**

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

a) Community work such as values of national integration, secularism, peace, flood or drought relief, small family norms etc.

b) Position held/ leadership role played in organization linked with extension work and National Service Scheme (NSS) or NCC or any other similar activity. -

**G) PARTICIPATION IN CORPORATE LIFE:**

a) College/ University/Institution

Actively involved in almost all activities

b) Co-curricular Activities:

c) Enrichment of campus LIFE (Hostel, Sports, Games, Cultural activities)

d) Students welfare and discipline

e) Membership/Participation in bodies/committees on education and national development

f) Professional Organization of Teachers

**Assessment**

a) Step taken by you for the evolution of the course programme taught

**General data**

State brief assessment of your performance indicating

a) Achievements

b) Difficulties faced and

c) Suggestions for self-improvement

**H) GENERAL OBSERVATION**

i) Attendance

a) Regularity: Regular in all departmental & college work

b) Punctuality: Punctual in doing work in given time-frame.

c) Students - Teachers Relationship: friendly

ii) College Relationship

Humble & kind with everyone in college

iii) Class control

Good in controlling class.

iv) Reading habits and other matters

Reading Interdisciplinary books.

Place: Vasai (W), Palghar 401202.

Date: 29/04/2023

Signature of the Teacher

**EVOLUTION BY THE HEAD OF THE DEPT. OR THE SENIOR MOST LECTURE IN THE DEPT. OR PRINCIPAL**

a) State whether facts stated above correct



b) Actual Verification..... Evolution.....

Item	Correct	Exaggerated	Excellent	Very Good	Good average	Poor
A			✓			
B				✓		
C					✓	
D						✓
E						✓
F						✓
G					✓	
H			✓			

\*Evaluation is not expected in Column no. A & B

Signature of the HOD  
Or Senior most Teacher  
In Dept. or the Principal

*Patil*  
Head of the Chemistry  
E. S. A. College of Science

Observation of the Principal

Place: Vasai (West), Palghar-401202.

Date:



Signature of the Principal  
**PRINCIPAL**  
VIDYAVARDHINI'S A. V. COLLEGE OF  
ARTS, K. M. COLLEGE OF COMMERCE  
E. S. A. COLLEGE OF SCIENCE  
VASAI ROAD, DIST. PALGHAR  
MAHARASHTRA - 401 202.