

Dayanand Education Society's
DAYANAND COLLEGE OF COMMERCE, LATUR
Tal. & Dist. Latur
TEACHER'S ASSESSMENT & CONFIDENTIAL REPORT
FOR THE YEAR 20 - 20

(To be submitted by Head of Department in duplicate)

A) 1) Name of Teacher	_____
2) Nature of Appointment	Full Time (Regular) / Full Time (Contract)/ CHB
3) Effectiveness in teaching the subject	Poor/ Fair/ Average/ Good/ Excellent
4) Quality of Teaching	Poor/ Fair/ Average/ Good/ Excellent
5) Preparation of Topics (Observed in class)	Poor/ Fair/ Average/ Good/ Excellent
6) Sincerely, correctness & uptodateness In Teaching	Satisfactory/ Not satisfactory/ below Average
7) Regularity in Teaching	Satisfactory/ Not satisfactory
8) General behavior with the students Inside the class	_____
9) General behavior with the students Outside the class	_____
10) Response of the students (during the period)	_____
11) Knowledge of the subject (Topics)	_____
12) Guidance Extra coaching help extended to the students in the subject	_____
13) Representation of the Topic on the black-book (points, notes, sketches etc. on board)	_____ _____
14) Class control	Poor/ Fair/ Average/ Good/ Excellent
B) Over-all Impression	
a) 1) Relation with students	_____
2) -do- either teachers in the subjects	_____
3) -do- teachers of other subject	_____
4) Administrative Staff	_____
5) Local public	_____

- b) 1) Impression of Students
 2) -do- Teachers of the same subject
 3) -do- Administrative officer
 4) -do- Teachers of the other subject
 5) -do- Public in General
 6) -do- H.O.D.
- c) 1) General behavior in Dept.
 2) General behavior in Class
 3) General behavior in Staff Room
 4) General behavior in Library
 5) General behavior in College Premises
 6) General College Activity
- d) Nature of the Teacher (in General)
- e) Defect (if any) noted in personality
- f) Disqualifies (if any)

- C)** 1) Initiation, help, leadership actual
 Work in lab, Lab maintenance
- 2) Affinity to lab/ Expt. Arrangement
 Its cleaning
- 3) Attention to procurement of lab.
 Facilities amenities
- 4) Attention to work at arrangement/
 Work of test University/ College/
 Practical Examination
- 5) Prep for practical checking
- 6) Assessment of Journals daily
 rough work during practical
- 7) Student's performance of the
 Experimental work or/ and exam in
 Practical
- 8) Internet taken in lab – management /
 Lab discipline
- 9) Actual skill in lab, work during
 Practical
- D)** 1) Academic contracts/ discussion
 With the senior teachers in the Dept.
- 2) Interaction with other depts. For
 extension/ exchange/development/
 co-operation in work & knowledge

3) Special efforts (if any) taken for the Institute department	_____
4) Regularly/Attitude/Meticulousness in preparation of records (Presently of students, Marklist, tutorials/ discussion of result etc.)	_____
5) Participations in extra-curricular activities its extent, nature & final performance	_____ _____
6) Participation in co-curricular activities	_____
7) Completion of portions in all report	50% 60% 75% 90% 100%
8) Completion of portion in time	Yes/ No
9) Suggestion given by H.O.D. or Senior Colleges	_____ _____
10) Suggestions of H.O.D.	Followed/ Not followed
11) Whether need constant Supervisions	_____ _____
12) Reaction of the Teacher of Suggestions	_____ _____
13) Impression of the H.O.D.	_____ _____
14) Recommendations of H.O.D.	_____ _____
15) Additional Remarks (if any) of H.O.D.	_____
16) Final Remarks of H.O.D.	May be allowed to continue/ May not be allowed to continue

Note: H.O.D. can inform the Principal in person or in writing for the additions/ confidential report not covered above.

Date: _____

Sign. of H.O.D.

(Prof. _____)

Head

Dept. of _____