


PART - ISELF APPRAISAL OF *TEACHING STAFF* FOR THE PERIOD
FROM 1ST APRIL - 2017 TO 31ST MARCH - 2018.

1	Name of the staff:	✓ ANITHA B M D'SILVA
2	Qualification:	M.COM, M.B.A, M.Phil.
3	Post held during the Assessment period and indicate if any promotions during this period:	Sr. Assistant Professor
4	Date of Birth & Age:	✓ 14.06.1973, 44 years
5	Date of Entry into Service:	✓ 18.04.2010
6	Qualification acquired, Seminars/training attended, Papers presented, if any, during the period. (Details to be enclosed)	Details Enclosed as Annexure - A
7	Special Assignments/Achievements during the period. (Details to be enclosed)	Details Enclosed as Annexure - B
8	Disciplinary Proceedings /Absence without leave, if any, details to be furnished	- NIL -
9	Factors that facilitated or hindered the performance to be given in detail.	Details Enclosed as Annexure - C
10	Briefly give details of your contribution to your department.	Details Enclosed as Annexure - D
11	Briefly give details of your contribution in development of the Institution.	Details Enclosed as Annexure - E
12.	Would you like to share any areas of Improvements for the Department & the Institution:	Details Enclosed as Annexure - F

NOTE: (1) Column's which are "Not Applicable" may be indicated so by the staff.
(2) Additional reports can be enclosed as Annexures to the Appraisal Form.

Date: 10.4.2018



Signature of the Employee

PART III

REPORT OF THE SECRETARY

A	Whether the report given in Part II is acceptable? If not, the specific item and the reason therefore.	Yes 'C'
B	General remarks	OK

Date: 15-X-2019

Signature of the Secretary

Hon. Secretary

Rashtreeya Sikshana Samithi Trust
II Block, Jayanagar, Bangalore - 560 011

NOTE:

1) Information in Part -I should be obtained from the Employee within a week from 1st April each year

2) Categorization of the various performance factors should be done to the following appraisement **Category** **Description**

- | | | |
|----|---|---------------|
| 1) | A | Very Good |
| 2) | B | Good |
| 3) | C | Average |
| 4) | D | Below Average |

3) The information to be given in Part-II should cover the aspects like loyalty, health, personal habits etc.

4) Columns which are "Not Applicable" may be indicated so by the Head of the Institution concerned.

Annexure-A

Qualification acquired, Seminar/training attended, papers presented, if any, during the period

1. **Paper published** in IGJAMS- Indo Global Journal of Applied Management Science, ISSN 2320-7892, Vol 5, Issue 1 -March 2018 (Impact Factor: 3.002)- titled "*A study on the parallel career prospects and the business ventures of progressive women entrepreneurs in Bangalore*".
2. **Paper presented in the International conference** -Asian International Conference on Advances: Strategic Innovations and Emerging perspectives for global business in engineering and social Science titled "*A study on the parallel career prospects and the business ventures of progressive women entrepreneurs in Bangalore*" at Sri. Ganesh School of Business Management, Salem as on 9th February, 2018.
3. **Attended Management Development Programme** on the Topic Neural network application for sell side Credit and Fraud Analysis at Christ University, Bangalore on 2nd and 3rd February, 2018
4. **Attended Management Development Programme** on Role of Digitalization on New businesses" held on 7th and 8th September 2017 at BMS College of Engineering, Bangalore
5. **Attended One day national Level Workshop** on WarpPLS- A Statistical Tool for Analysis as on 7-4-2017 at Madurai Kamaraj University, Madurai
6. **Attended National level Two day Workshop** on Research Analysis & Interpretation Using SPSS and AMOS at Madurai Kamaraj University, Madurai as on 21st and 22nd September, 2017
7. **Attended Seminar** at our organisation in the topic "*Developing World Class management Teachers*" as on 23 June, 2017 at RV institute of Management.
8. **Attended workshop** on the topic "Introduction to structural Equation modeling (SEM) with R Programme as on July 1, 2017 at our Institute.



Annexure- E

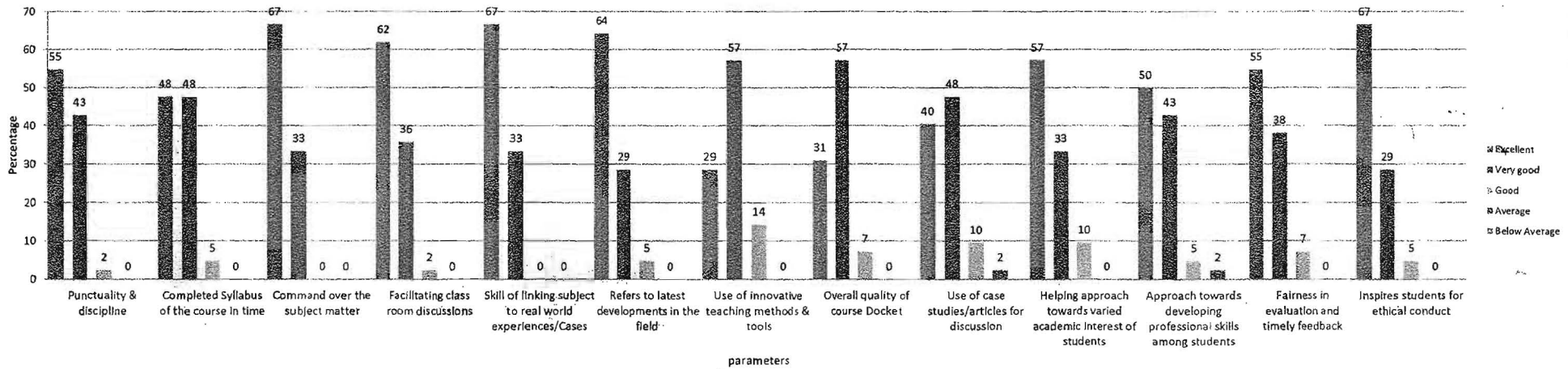
Brief details of Contribution to the Development of Institution:

As a full time employee of R. V. Institute of Management, my contribution is in the areas of curricular, extracurricular and cultural programme.

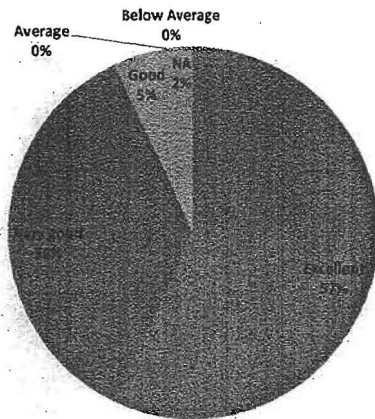
- 1. Organised International Women's Day Celebrations on March 8, 2018** and a panel discussion on the Theme: "Ki-KA - The Reality and the Myth". Also in the evening organized a Candle light march from the institute to Jayangar 9th Block and back.
- 2. Co-coordinating for National conference from October to December 2017** which included mailing to the probable authors, receiving abstracts, communicating for full papers, internal review of papers, scheduling of papers. The conference was held on December 16, 2017.
- 3. Academic curriculum** during 2017 included active part in the discussion about the curriculum during the faculty meetings, discussion with fellow faculty members who handle similar subjects. During the year has handled subjects like business and Industry for Ist semester, Indian financial system for III semester. Similarly International Business Dynamics for the IV semester.
- 4. Extra-curricular activities** mainly include student participation in various programmes. Guided students relate to paper presentation at the other institutes. During the year also participated in various student's workshops and seminars that were organized at the institute.
- 5. Cultural programmes:** As a part of the cultural team, organized programmes like 1st semester Inauguration, welcome programme (fresher's day) for the 1st semester, cultural programme on the eve of Imperium 2017. Also during the year organised talents week and cultural competitions for the both 1st and 2nd year students.
- 6. Savi Sanje programme** on 20-5-2017 was organized for the members of trust, family members etc where in coordination of cultural events, programmes, songs, dances, venue decorations, training of students, invitation was part of the duty assigned to me.
- 7. Annual day celebrations** on June 24, 2017 was organized where the entire programme was Coordinated



R.V.Institute of Management
 Summative Feedback Report 4th sem 2017-18 batch,
 Name of the Faculty: Ms ANITHA D SILVA, Subject: INTERNATIONAL BUSINESS DYNAMICS, Division: C

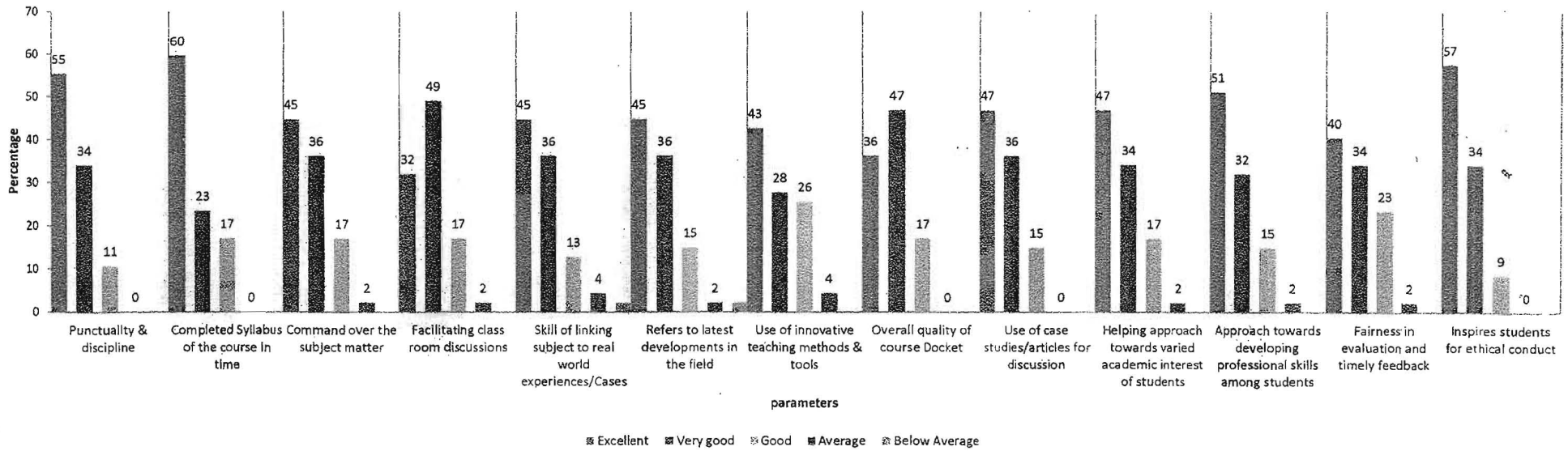


Overall Rating Considering all the above parameters

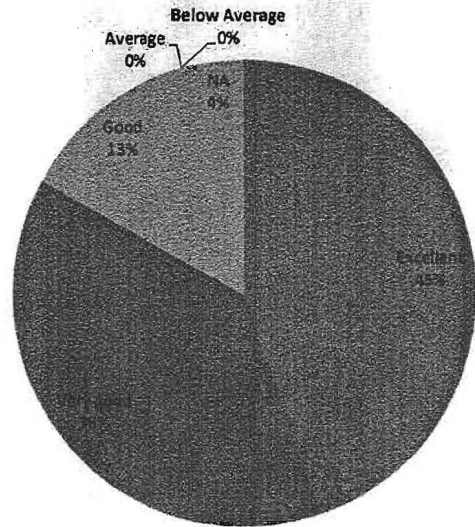


[Signature]
 DIRECTOR

R.V.Institute of Management
 Formative Feedback Report 4th sem 2017-18 batch,
 Name of the Faculty : Ms Anitha D' Silva, Subject :DIGITAL MARKETING,Division : D

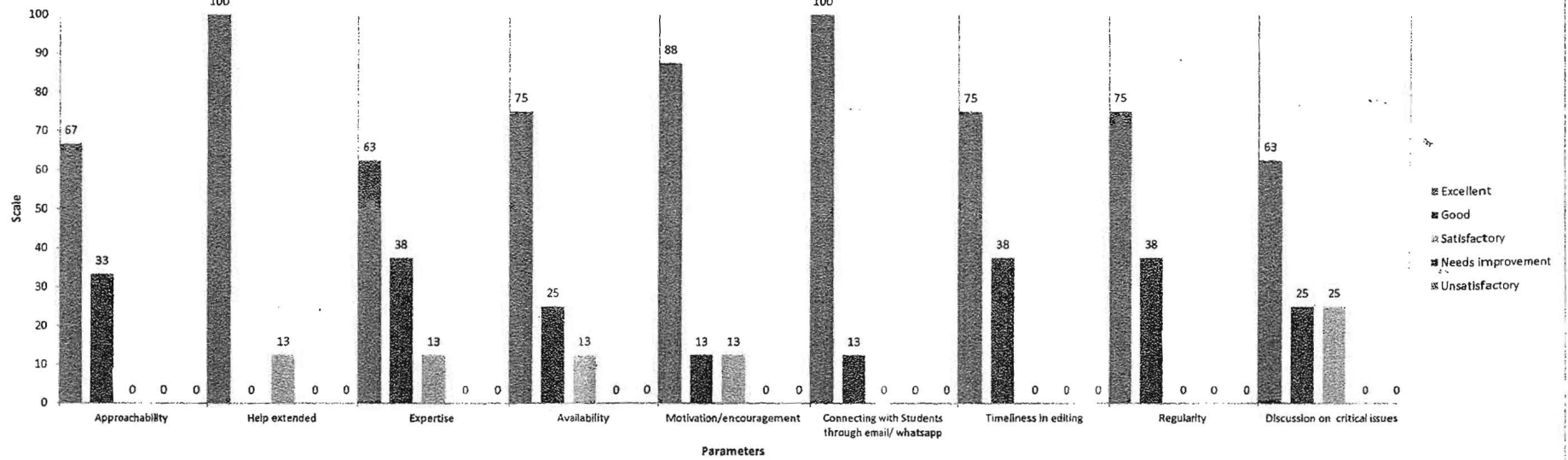


Overall Rating Considering all the above parameters

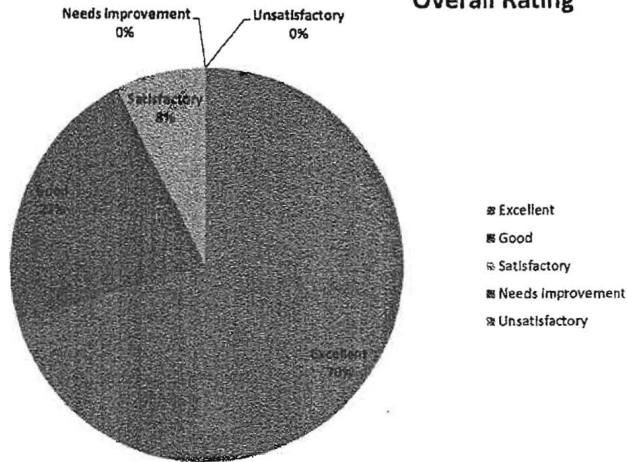


[Signature]
 DIRECTOR

R.V.Institute of Management
 Feedback Report 4th Semester 2018 Dissertation Work,
 Name of the Project Guide: Ms.Anitha D'silva



Overall Rating



[Signature]
 Director

Name of the employee and the Institute: Mr. Padma Prasad & R.V. Institute of Management


PART II

PERFORMANCE APPRAISAL REPORT BY THE HEAD OF THE INSTITUTION
(Insert A, B, C, D or E Assessment to the appraisal made by the employee)

1	Knowledge of work – (a) of the Post (b) of the Institution as a whole	B
2	Accuracy and skill and promptness in work assigned:	B
3	Rapport with – a) Superiors b) Colleagues c) Parents d) Students	B
4	Integrity	B
5	Attendance and punctuality	B
6	Devotion to duty & Loyalty	B
7	Willingness to accept responsibilities and to take decisions.	B
8	Any disagreement on any items of Self-Appraisal by the Staff	-
9	If last year's feedback was 'c' and below, please indicate the action taken	-
10	Whether fit for taking up additional responsibility	yes
11	Performance appraisal (See Note-2 in Part-III)	Sincere & loyal - C.

NOTE: (1) Column's which are "Not Applicable" may be indicated so by the staff.
(2) Additional reports can be enclosed as Annexures to the Appraisal Form.

Date : 3.9.2018


Superintendent
RSST
SUPERINTENDENT
RASHTREEYA SIKSHANA SAMITHI TRUST
JAYANAGAR, BANGALORE-11.