

INSPECTION PERFORMA

Name of teacher: MANISH KUMAR GUPTA
Classes / Period -----
Subject taught -----
Date - -----

| SNo | Methodology / Communication | |
|---|--|--|
| 1 | Whether the method adopted by the Teacher is suitable to the needs of students | |
| 2 | Whether the class was interactive | |
| 3 | Communicative skill of the teacher | |
| 4 | Whether the language used by the teacher is suitable to the level of students | |
| 5 | a. Whether the teacher has prepared and used any teaching Aids. | |
| | b. If yes, are they suitable and effective | |
| 6 | Does the class work reflect the regularity of teaching? | |
| II Maintenance of Teacher's Diary | | |
| 1 | Whether teacher's Diary is maintained properly | |
| 2 | Whether all the desired inputs have been filled? | |
| 3 | Whether the entries in the diary reflect the activities undertaken/ strategies adopted by the teacher? | |
| III Correction of class work and work are regularly corrected. | | |
| 1 | a. Whether the class work and home work are regularly corrected. | |
| | b. If yes, specify the frequency. | |
| 2 | Whether index has been maintained | |
| 3 | Whether the teacher has signed with date of correction. | |
| 4 | Whether the quantum of class work / home work is proper? | |
| 5 | Whether the correction strategy is suggestive and remedy oriented. | |
| 6 | Whether the class teacher has insisted the students on good handwriting / proper upkeep of the note books. | |

| IV Assignments | | |
|--|---|--|
| 1 | How many assignments has the teacher given till date | |
| 2 | Whether the assignments demand individual effort/ originality of the students (or) are they only textual questions? (specify) | |
| 3 | Whether the assignments are assessed regularly (grades / marks etc.) | |
| V Project work | | |
| 1 | a. Whether the teacher has given any project work? | |
| | b. If yes, are they interesting and innovative? | |
| 2 | Does the project give scope for the expression of originality and creativity of students | |
| 3 | Quality of project | |
| 4 | Has the teacher assessed the project? | |
| VI Programmes for weak students | | |
| 1 | Whether the teacher is maintaining the monitoring tool issued by the regional office, if any | |
| 2 | Whether the teacher conduct the special classes for the weak students. | |
| 3 | Has the teacher prepared any worksheets/ special tasks for the weak students. | |
| 4 | Whether the teacher is administering the study materials. | |
| VII | If the teacher is teaching Board classes, state last years..... classes taught | |
| VIII | General observation (with special preference to the strong / weak points of the teachers. | |
| IX | Suggestions. | |

Date:

Principal