ANNUAL PROGRESS REPORT OF RESEARCH WORK

PART – I
(To be completed by the Research Scholar)

ADMINISTRATIVE INFORMATION:

1. Assessment Period : ________________________________
2. Name of Research Scholar : __________________________
3. Name of Supervisor : ________________________________
4. Name of Co-Supervisor (if any) : __________________________
5. Topic of Research : ____________________________________

6. Date of Registration : ________________________________
7. Registration No./Enrolment No. : __________________________
8. Name of College/Department : __________________________

ACADEMIC INFORMATION *:

1. How often and by what means do you contact your supervisory team:

<table>
<thead>
<tr>
<th>Interaction</th>
<th>Daily</th>
<th>Weekly</th>
<th>Fortnightly</th>
<th>Monthly</th>
<th>More than a Month</th>
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<td>By Phone Call</td>
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<td>By Personal Meeting</td>
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<td>By Email/Post/Courier</td>
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2. How often do you visit library for your research work:

<table>
<thead>
<tr>
<th>Name of Library</th>
<th>Daily</th>
<th>Weekly</th>
<th>Fortnightly</th>
<th>Monthly</th>
<th>More than a Month</th>
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3. Details of workshop(s) attended:

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<thead>
<tr>
<th>Workshop Title</th>
<th>National / International</th>
<th>Date(s)</th>
<th>Venue</th>
<th>Organized by</th>
<th>Remarks</th>
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4. Details of conference/seminar(s) attended:

<table>
<thead>
<tr>
<th>Conference/ Seminar Title</th>
<th>National / International</th>
<th>Date(s)</th>
<th>Venue</th>
<th>Organized by</th>
<th>Remarks</th>
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</table>
5. Details of paper(s) presented in conference/seminar(s):

<table>
<thead>
<tr>
<th>Conference/ Seminar Title</th>
<th>National / International</th>
<th>Paper Title</th>
<th>Author(s)</th>
<th>Date(s)</th>
<th>Venue</th>
<th>Organized by</th>
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6. Details of book(s) edited/authored:

<table>
<thead>
<tr>
<th>Title of Book</th>
<th>Author(s)</th>
<th>Vol. No.</th>
<th>ISBN No.</th>
<th>ISSN No.</th>
<th>Year</th>
<th>No. of Pages</th>
<th>Published by</th>
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7. Details of paper(s) published in journal (national/international):

<table>
<thead>
<tr>
<th>Title of Paper</th>
<th>Author(s)</th>
<th>Name of Journal</th>
<th>Vol. No.</th>
<th>ISBN No.</th>
<th>ISSN No.</th>
<th>Year</th>
<th>Page No.</th>
<th>Published by</th>
<th>Impact factor</th>
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8. Have you submitted your research work to your Supervisor/Co-supervisor?
   Yes [ ] No [ ]

9. Did you receive written feedback?
   Yes [ ] No [ ]

10. What sections of the thesis have been written? (in draft or final form)
    ___________________________________________________________
    ___________________________________________________________

11. Briefly describe specific research goals for the next year and how they will be accomplished:
    ___________________________________________________________
    ___________________________________________________________

12. Please attach a Completion Plan for the remainder of your candidature (including research methodology, research instrument, data collection and analysis, hypothesis, statistical tests etc.).

13. Other details:
    ___________________________________________________________
    ___________________________________________________________
    ___________________________________________________________
    ___________________________________________________________
    Candidate signature with date: _____________________________

* Provide additional Sheets (If required)
PART – II
(To be completed by the Supervisor/Co-supervisor)

1. How often and by what means is contact with the candidate maintained (e.g. e-mail, face-to-face)?

______________________________________________________________

2. Does the research scholar have sufficient contact with you?

Yes ☐ No ☐

If no, please comment:

______________________________________________________________

______________________________________________________________

3. Please rate the research scholar’s progress:

   Excellent ☐
   Satisfactory ☐
   Marginal ☐ (please justify)
   Unsatisfactory ☐ (please justify)

______________________________________________________________

4. If you rate the research scholar’s progress as unsatisfactory, have you informed the student:

Yes ☐ No ☐

5. Is the research scholar’s written report both sufficient and accurate?

Yes ☐ No ☐

6. Do you recommend that the research scholar undertakes any other training or development activities, e.g. particular units, workshops or courses, or general development in any area? (please give details)

Yes ☐ No ☐

7. Is there sufficient detail in the proposed plan of activity for the next 12 months, and is the plan appropriate?

Yes ☐ No ☐

8. Any other information:______________________________________________________________

Supervisor signature with date: ________________________________

Co - Supervisor signature with date: ________________________________
PART – III
(To be completed by the CRC)

1. Overall quality of work of the research scholar:
   - [ ] Very good
   - [ ] Good
   - [ ] Satisfactory
   - [ ] Irregular but satisfactory
   - [ ] Below acceptable standard

2. Overall rate of progress of the research scholar:
   - [ ] Very good
   - [ ] Good
   - [ ] Satisfactory
   - [ ] Irregular but satisfactory
   - [ ] Below acceptable standard

3. We recommend that the candidate’s enrolment be:
   - [ ] Continued
   - [ ] Continued subject to specified conditions as outlined below
   - [ ] Terminated

   Conditions of continued enrolment:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

4. We have discussed our comments with the candidate:
   - [ ] Yes
   - [ ] No

   If no, please comment:
   __________________________________________________________
   __________________________________________________________

   Signature of the Chairman/Head of the CRC_____________________

Recommendation of the Director/Dean/Head of the College/Department:
________________________________________________________________
________________________________________________________________
________________________________________________________________

(Signature)