



srivenkateshwararaa

Dental College

KNOWLEDGE IS POWER

Ariyur, Puducherry-605102.



TEACHING FACULTY



Sri Venkateshwaraa Dental College

(Recognized by Dental Council of India ; Affiliated to Pondicherry University)

(A Unit of Ramachandra Educational Trust)

Ariyur, Puducherry - 605 102



Faculty Performance Based Appraisal System

Part A: GENERAL INFORMATION

Name: **Dr.J.Varsha Murthy**

Department: Department of Prosthodontics and Crown and Bridge,

Current designation: Professor and HOD, Vice Principal (PG Studies & Research)

Date of joining the present Institution: 01.02.2018

Date of last promotion in this Institution: 29.07.2020 as Vice Principal-PG Studies and Research

Mobile Number: 7708364959

Email: drvarshamurthy@gmail.com

Whether acquired any other degree or any additional academic qualifications recently:

1. Certificate Course- Communication Skills for Health care Professionals by AIMST University, Malaysia (28th April to 16th June 2021)

2. Digital Esthetic Mastership from Digital Smile Academy, Egypt Accredited by Digital Dentistry Society, Switzerland (Jan 2023 to Dec 2023)


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1. Educational Qualifications:

Examination Passed	Year of Passing	University
BDS	April 2002	Rajiv Gandhi University of Health Sciences Bangalore.
MDS	May 2006	Pondicherry University
PHD	November 2019	Sri Balaji Vidyapeeth University, Pondicherry
Certificate Course- Communication Skills for Health care Professionals	28 th April to 16 th June 2021	AIMST University, Malaysia
Digital Esthetic Mastership	1 year (Jan 2023 to Dec 2023)	Digital Smile Academy, Egypt Accredited by Digital Dentistry Society, Switzerland

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Faculty Performance Based Appraisal System Part A: GENERAL INFORMATION

1. Teaching experience

Designation	Institution	From	To	Total experience
Senior Lecturer	Chhattisgarh Dental College & Research Institute, Chhattisgarh	14.08.2006	19.04.2007	8 months & 5 days
Senior Lecturer	People's Dental Academy, Bhopal, Madhya Pradesh	20.04.2007	13.08.2010	3 years & 3 months, 24 days
Reader	People's Dental Academy, Bhopal, Madhya Pradesh	14.08.2010	14.09.2011	1 year & 1 month
Reader	Indira Gandhi Institute of Dental Sciences, Pondicherry	15.09.2011	13.08.2015	3 years & 10 months, 28 days
Professor	Indira Gandhi Institute of Dental Sciences, Pondicherry	14.08.2015	31.01.2018	2 years & 5 months, 17 days
Professor and HOD	Sri Venkateshwaraa Dental College Hospital, Ariyur, Puducherry	01.02.2018	Till Date	5 years, 5 months, 7 days
Total experience	17 years, 3 months, 15 days			


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2. Faculty development program attended during the last year:

Name of the Course / Program	Place	Duration	Agency / Association / Academy
CPE lecture and Clinical Demonstration-Full mouth rehabilitation-Clinical Prospective	MRC,Chennai	08.04.2023	Indian Prosthodontic Society(TN&PY Branch)
Workshop on digital workflow with Straumann Pro arch	The Park,Chennai	11.06.2023	Straumann company
TAP ed 2.1 on Population ageing and its impact on prosthodontics care- Academic, Research and service	CDE-Online	19.02.2023	Indian Prosthodontic Society(TN&PY Branch)
Healthcare research in India-A SWOC Analysis	SBV,Pondicherry	22.01.2023	2 nd International health &Research Convention 2023,IQAC,SBV
CDE workshop on Developing search strategy in Systematic review	SVDC, Pondicherry	09.12.2022	Department of Public health dentistry, SVDC,Pondicherry
National level webinar on Claircognizance on maxillofacial Prosthetics	Webinar	10.03.2022	Department of Prosthodontics and Implantology, Meenakshi Ammal Dental College and Hospital
JPJD Web talk Series Titled PICO vs SPIDER &Literature Search Strategy	Web talk	06.02.2022	Indian Prosthodontic Society Kerala State Branch
Inaugural lecture of Academy for excellence in education	Webinar	08.10.2021	Indian Prosthodontic Society and Academy for excellence in education
International Masterclass on "Scientific Writing"	Webinar	5 th , 6 th & 7 th March 2021	Conducted by Indian Prosthodontic Society in association with Journal of Indian Prosthodontic Society and Journal of Prosthetic dentistry

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Faculty Performance Based Appraisal System Part A: GENERAL INFORMATION

3. PRIZES, MEDALS, SCHOLARSHIPS ETC. AWARDED (mention only those related to the profession and enclose certificates)

S. No	Year of Award	State level/ National level / International level	Title of the award, fellowship, received from Government or recognized bodies
1	2022	National level	First prize in Faculty paper presentation session at the 50 th Golden Jubilee Indian Prosthodontic Society National conference 2022, New Delhi
2	2021	National level	Global outreach dental Diva award 2021 for excellence in Prosthodontics
3	2020	National level	Best in session prize in Faculty paper presentation at the 48 th Indian Prosthodontic Society National Virtual conference 2020, Nagpur

4. MEMBERSHIP OF PROFESSIONAL SOCIETIES / BODIES / ASSOCIATIONS

S. No	Name of the Society	Status whether fellow, member or associate member etc	Membership enrollment number
1	Digital Dentistry Society	Member	36153
2	Indian Prosthodontic society	Life member	OL-840
3	Indian Prosthodontic Society-Tamilnadu and Pondicherry Branch	Life member	TNPY-156
4	Dental Council of India	Life member	13125 A

5. Guest Lectures delivered: (Enclose certificates)


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S. NO	Date	Program topic	Speech delivery topic
1	6 th &7 th May 2023	Digital Denture Guide PCC	14 th Indian Prosthodontic Society (TN&PY Branch) State Conference, KIDS, Chennai
2	18 th June 2023	Introduction to Digital Dentistry	Saveetha Dental College, SIMATS, Indian Dental Association, Thiruvallur branch
3	16th July 2022	Fellowship in Dental education organized by Peoples College of dental sciences, Bhopal, Madhya Pradesh	Effective doctor patient communication skills in dentistry
4	1-5 th December 2021	49 th Indian Prosthodontic Society National Virtual conference 2021,Chennai	Communication skills in Prosthodontics
5	25 th March 2021	Dental Education Unit, Adiparashakti Dental College and Hospital, Melmaruvathur, Tamil Nadu	What Dentist Don't get to study in Dental Schools
6	4 th December 2021	National Conference-49 th Indian Prosthodontic Society, National Conference, Chennai 2021	Keynote Lecture-Communication Skills in Prosthodontics
7	21 st October 2020	Department of Prosthodontics and Crown and Bridge, Sree Balaji Dental College and Hospital,Bharath Institute of Higher Education (BIHER)	Effective communication skills-A missing link in successful dental practice
8	23 rd June 2020	Raja Muthaiah Dental College and Hospital, Annamalai University, Chidambaram	Dental Surveyor and surveying
9	25 th to 27 th March 2021	9 th Rapid Review and Revision Course in Prosthodontics, Sri Ramachandra Faculty of Dental Sciences,Chennai	Pedagogy

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10	19 th June 2018	Sri Venkateshwaraa Group of Institutions,Pondicherry	Are we teaching enough in communication skill?
11	6-8 th July 2018	20 th IPS Postgraduate convention at Chettinad dental college,Chennai	Key note lecture on Troubleshooting in RPD

6. Details pertaining to: invited as a guest Speaker / Chairperson / Judge/ Organizer in Conferences/ CMEs / Workshops

SLNo	Date	Name of the Conferences / CME's / Workshops as Speaker / Chairperson / Organizer	Name of the College / Institution / Agency conducted	State / National / International	Signature of the faculty	Signature of Head of the Institution
1	10 th - 13 th November 2022	Chairperson for Student presentations	50th Golden Jubilee Indian Prosthodontic Society National conference 2022, New Delhi	National		
2	27 th to 29 th October 2022	Moderator for keynote lecture	SIMSYM 2022, Saveetha dental college, Chennai	National		
3	17 th to 19 th March 2022	Moderator	10 th Rapid review and revision course-Virtual organized by Dept. of Prosthodontics, Sri Ramachandra faculty of dental	National		



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			sciences, Porur, Chennai			
4	9 th March 2022	Resource person (DCU) for sensitization program	Lenora dental college, Rajahmundry	National		
5	4 th , 5 th , 6 th February 2022	Chairperson	2 nd Virtual ISPRP National conference, Vishnu Dental College, 2022	National		
6	12 th February 2022	Chairperson	First international conference on Emerging trends and new vistas in applied sciences, SVMCH, Pondicherry	Internatio nal		
7	12 th February 2022	Organizing committee member	First international conference on Emerging trends and new vistas in applied sciences	Internatio nal		
8	22 nd and 23 rd February 2022	Resource person (DCU) for workshop on effective doctor patient communication skills in dentistry	People's dental academy, Bhopal, Madhya Pradesh	Institutio nal		

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9	7 th and 8 th May 2022	Organising Secretary	13 th Tamilnadu and Pondicherry Indian Prosthodontic Society State Conference- Organizing secretary	State		
10	1-5 th December, 2021	Judge and for faculty scientific sessions and Keynote lecture	49 th Indian Prosthodontic Society National Virtual conference 2021, Chennai	National		
11	13 th and 14 th September 2021	Resource person (DCU) for workshop on effective doctor patient communication skills in dentistry	Vinayaga mission sankarachariyar dental college, Salem	Institutio nal		
12	26 th & 27 th August 2021	Organising committee	Lecture & hands on workshop in cast partial denture at Sri Venkateshwaraa dental college, Puducherry	State		
13	25 th to 27 th march 2021	Guest lecture	9 th Rapid review and revision course- organized by Dept. of Prosthodontics, Sri Ramachandra	National		

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			faculty of dental sciences, Porur, Chennai			
14	25 th March 2021	Guest lecture	Dental education unit, Adiparashakthi dental college, Melmaruvathur, Tamilnadu	Institutional		
15	21 st October, 2020	Guest lecture	Sree Balaji dental college, Chennai	National		
16	28 th November to 1 st December 2019	Chairperson	47th Indian Prosthodontic Society National conference 2019, Raipur, Chhattisgarh	National		

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Part A: GENERAL INFORMATION

7. Papers presented in Conferences, Seminars, Workshops, Symposia:

S. No	Full Papers/Posters Presented	Details of Conference International / National / Regional
1	Presented a scientific paper - Follow up of Prosthodontic postgraduates after communication skills training using a Novel and innovative method- A Qualitative study	50th Golden Jubilee Indian Prosthodontic Society National conference 2022, New Delhi
2	Presented a scientific paper at on the topic- Missing link in successful clinical practice	48 th Indian Prosthodontic National Conference at Nagpur from 3 rd to 6 th December 2020
3	Presented a scientific paper on the topic- Complete denture treatment, Communication skills of dentist and Psychological factors-Explore, Integrate, Evolve	47 th Indian Prosthodontic National conference at Raipur, Chhattisgarh from 28 th November to 1 st December 2019
4	Presented a scientific paper on topic- improving the quality of health professional education for better future of health services	5 th SEARAME International conference in conjunction with WFME meeting, second JIT seminar and IAHSE International conference from 5 th to 8 th May 2018 at Sheron Mustika Yogyakarta resort and spa, Yogyakarta, Indonesia 2018

8. Participation in Institutional Governance:

- Vice Principal (PG Studies & Research) and
- Head of the Department, Department of Prosthodontics and Crown and Bridge

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9. Participation in college committees with position:

S.No	College Committees	Position
1	Dental Communication Skill Unit	Member Secretary
2	Curricular and Academic committee	Member
3	Anti Ragging committee	Member
4	NAAC Criteria-5	Incharge
5	Scientific and Academic forum	President

10. Published works in indexed journals after last Promotion (As Professor)

S.No	Journal details	Indexed In	Intern/Nat/ State/Univ
1	Nomani S, Shrivastava K, Parlani S, Shrivastava R, Murthy V. Across sectional questionnaire-based study to determine the correlation between knowledge and fabrication prospects of maxillofacial prosthesis in post covid mucormycosis. IJFMR 2022; 4(5):1-7	Google scholar	International
2	Murthy V, Sethuraman KR, Choudhury S, Shakila R. Application of Practice Oriented-Peer Review for Prosthodontics (PRO-PRoP)-A Qualitative Study. Int J Psychiatry Med. 2022;57(2)117-133	Pubmed	International
3	Murthy V, Sethuraman KR, Rajaram S, Choudhury S. Predicting denture satisfaction and quality of life in completely edentulous: A mixed-mode study. J Indian Prosthodont Soc 2021; 21:88-98.	Pubmed	National

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4	Shrivastava KJ, Nahar R, Parlani S, Murthy V J . A cross sectional virtual survey to evaluate the outcome of online dental education system among undergraduate dental students across India amid covid-19 pandemic. Eur J Dent Edu 2022;26(1):1-8	Pubmed	International
5	Abraham P, Murthy V . Patient Centered Dental Care-The need of the hour. J Clin Prosth Impl 2021;3(2)v-vi	Google Scholar	National
6	Shigli K, Nayak SS, Jirge V, Srinagesh J, Murthy V , Gali S. Current status of gerodontology curriculum in India and other parts of the world: A narrative review. Gerodontology. 2020; 37(2):110-31.	Pubmed	International
7	Murthy V . Missing link in success of complete denture treatment-An evidencebased study. J Indian Prosthodont Soc.2020; 20 Suppl S1:16-7	Pubmed	National
8	Klassesn et al. (Murthy V). Covid-19 pandemic and its impact on dental students-A multi institutional study. J Dent Edu2021;1-7 <i>(Part of a multicenter study in which 5 countries and 20 universities out of which only 5 Indian colleges were recruited)</i>	Pubmed	International
9	Murthy V , Sethuraman K R, Shakila R, Choudhury S. Evaluation of video-based communication skills teaching learning in prosthodontics based on kirkpatrick model to improve the quality of health professionals for better health services in future. Publication in Conference Proceeding. 5th SEARAME International Conference.5-8th May 2018, Yogyakarta, Indonesia.Pg-201-205	Conference Proceeding	International, SEARAME, INDONESIA
10	Murthy V , Sethuraman K R, Choudhury S, Shakila R. Learner reactions and responses to individualized coaching on communication skills for treating completely edentulous patients. JBCAHS 2018; 2(2): 17-25	Google scholar	University

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11	Murthy V , Sethuraman KR, Choudhury S, Shakila P. Developing Prosthodontic Residents' Communication Strategies with Edentulous Patients: A Pilot Study. J Dent Educ. 2017 Nov; 81(11):1351-61.	Pubmed	International
12	Murthy V , Rajaram S, Choudhury S, Sethuraman K.R. Are we Training Enough of Communication Skills and Patient Psychology Required in Dental Practice? Jnl of Clin and Diag Res 2017 Apr, Vol-11(4): ZE01-ZE04	Pubmed	National
13	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Students' perceptions of gaps in teaching communication skills and behavioural sciences in undergraduate dental education. Nat Med J India 2017; 30(6): 363-64	Pubmed	National
14	Vaithilingam Y, Balaji TS, Joseph NJ, Murthy V , Kumar S. A Self-Retaining Lingual Flap Guarding Device During Surgical Removal of Impacted Mandibular Third Molar. J Maxillofac Oral Surg. 2017 Dec; 16(4):510-11.	Pubmed	National
15	Murthy V , Reddy VK, Vidyalakshmi S. Awareness of zinc toxicity in denture adhesives among dental practitioners in Puducherry - A cross-sectional study. J Adv Clin Res Insights 2017; 4:147-151.	Google scholar	International
16	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Communication Skills Teaching Learning In Prosthodontics. JBCAHS 2017; 1(1):38-41	Google Scholar	University
17	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Relevant communication skills for pregnant women - a dental perspective. Int J Pregn & Chi Birth. 2017;2(3):71-73.	Google Scholar	International
18	Murthy V , Choudhury S, Shakila R, Sethuraman KR. Role of motivational interviewing in patient centered care in dentistry. IERJ	Pubmed	National

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	2016; 2:40-1		
19	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Interdisciplinary Approach in Management of Edentulousness in Menopausal Women-A Narrative Review. <i>Obstet Gynecol Int J</i> 2016; 5(6): 00183.	Google Scholar	International
20	Murthy V , Vaithilingam Y, Shivaprasad S, Yadav N, Dayalan S. Does periodical department audit really works to make things fall in place: A Geriatric/General Oral Health Assessment Index based audit in Prosthodontics. <i>J Indian Prosthodont Soc.</i> 2015; 15(2):119-24.	Pubmed	National
21	Nagarajan B, Murthy V , Livingstone D, Surendra MP, Jayaraman S. Evaluation of Crestal Bone Loss Around Implants Placed at Equicrestal and Subcrestal Levels Before Loading: A Prospective Clinical Study. <i>J Clin Diagn Res.</i> 2015 Dec; 9(12): ZC47-50.	Pubmed	National
22	Shrivastava KJ, Bhoyar A, Agarwal S, Shrivastava S, Parlani S, Murthy V . Comparative clinical efficacy evaluation of three gingival displacement systems. <i>J Nat Sci Biol Med.</i> 2015;6(Suppl 1): S53-S57. doi:10.4103/0976-9668.166082	Pubmed	National
23	Kamalakkannan J, Murthy V , Kularashmi BS, Jajoo K. Customized Silicone Vaginal Stent. <i>J Obstet Gynaecol India.</i> 2015; 65(4):281-283. doi:10.1007/s13224-015-0734-5	Pubmed	National
24	Livingstone D, Murthy V , Baliah J, Pillai A. Double frenum welds fusion: a rare wedlock? <i>BMJ Case Rep.</i> 2015;2015: bcr2014204502.	Pubmed	International
25	Livingstone D, Murthy V , Reddy VK, Pillai A. Prosthodontic rehabilitation of a patient with aggressive periodontitis. <i>BMJ Case Rep.</i> 2015;2015:bcr2014204588. Published 2015 Mar 5.	Pubmed	International

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doi:10.1136/bcr-2014-204588

11. Please provide list of all scientific publications in chronological order providing details of articles including whether Original article / review / case report, indexed / non-indexed, impact factor and number of citations for the articles (Enclose published articles)

S.N	Journal details	Indexed In	Intern/Nat/State/Univ	Type of article	Impact factor & Number of citations
1	Nomani S, Shrivastava K, Parlani S, Shrivastava R, Murthy V . Across sectional questionnaire-based study to determine the correlation between knowledge and fabrication prospects of maxillofacial prosthesis in post covid mucormycosis. IJFMR 2022; 4(5):1-7	Google scholar	International	Original article	-
2	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Application of Practice Oriented-Peer Review for Prosthodontics (PRO-PReP)-A Qualitative Study. Int J Psychiatry Med. 2022;57(2)117-133	Pubmed	International	Original article	3; IF-1.275
3	Klassesn et al. (Murthy V). Covid-19 pandemic and its impact on dental students-A multi-institutional study. J Dent Edu 2021;1-7 (<i>Part of a multicenter study in which 5 countries and 20 universities out of which only 5 Indian colleges were recruited</i>)	Pubmed	International	Original article	49; IF-2.313
4	Murthy V , Sethuraman KR, Rajaram S, Choudhury S. Predicting denture satisfaction and quality of life in completely edentulous: A mixed-mode study. J Indian	Pubmed	National	Original article	07

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	Prosthodont Soc 2021; 21:88-98.				
5	Shrivastava KJ, Nahar R, Parlani S, Murthy V J. A cross sectional virtual survey to evaluate the outcome of online dental education system among undergraduate dental students across India amid covid-19 pandemic. Eur J Dent Edu 2021; 00:1-8	Pubmed	International	Original article	45; IF-2.528
6	Abraham P, Murthy V. Patient Centered Dental Care- The need of the hour. J Clin Prosth Impl 2021;3(2)v-vi	Google Scholar	National	Editorial	-
7	Shigli K, Nayak SS, Jirge V, Srinagesh J, Murthy V, Gali S. Current status of gerodontology curriculum in India and other parts of the world: A narrative review. Gerodontology. 2020; 37(2):110-31.	Pubmed	International	Review	23; IF-2.98
8	Murthy V. Missing link in success of complete denture treatment-An evidence based study. J Indian Prosthodont Soc.2020; 20 Suppl S1:16-7	Pubmed	National	Original article	-
9	Murthy V, Sethuraman K R, Choudhury S, Shakila R. Learner reactions and responses to individualized coaching on communication skills for treating completely edentulous patients. JBCAHS 2018; 2(2): 17-25	Google scholar	University	Original article	-
10	Murthy V, Sethuraman KR, Choudhury S, Shakila P. Developing Prosthodontic Residents' Communication Strategies with Edentulous Patients: A Pilot Study. J Dent Educ. 2017 Nov; 81(11):1351-61.	Pubmed	International	Original article	07
11	Murthy V, Sethuraman K R, Shakila R, Choudhury S. Evaluation of video-based communication skills	Conference	International,	Conference	02

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	teaching learning in prosthodontics based on kirkpatrick model to improve the quality of health professionals for better health services in future. Publication in Conference Proceeding. 5th SEARAME International Conference.5-8th May 2018, Yogyakarta, Indonesia.Pg-201-205	Proceeding	SEARAME, INDONESIA	proceedings	
12	Murthy V , Rajaram S, Choudhury S, Sethuraman K.R. Are we Training Enough of Communication Skills and Patient Psychology Required in Dental Practice? Jrnl of Clin and Diag Res 2017 Apr, Vol-11(4): ZE01-ZE04	Pubmed	National	Original article	25
13	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Students' perceptions of gaps in teaching communication skills and behavioural sciences in undergraduate dental education. Nat Med J India 2017; 30(6): 363-64	Pubmed	National	Original article	-
14	Vaithilingam Y, Balaji TS, Joseph NJ, Murthy V , Kumar S. A Self-Retaining Lingual Flap Guarding Device During Surgical Removal of Impacted Mandibular Third Molar. J Maxillofac Oral Surg. 2017 Dec;16(4):510-11.	Pubmed	National	Case report	01
15	Murthy V , Reddy VK, Vidyalakshmi S. Awareness of zinc toxicity in denture adhesives among dental practitioners in Puducherry - A cross-sectional study. J Adv Clin Res Insights 2017; 4:147-151.	Google scholar	International	Original article	02
16	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Communication Skills Teaching Learning In Prosthodontics. JBCAHS 2017; 1(1);38-41	Google Scholar	University	Original article	-

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17	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Relevant communication skills for pregnant women - a dental perspective. <i>Int J Pregn & Chi Birth</i> . 2017;2(3):71-73.	Google Scholar	International	Review	-
18	Murthy V , Choudhury S, Shakila R, Sethuraman KR. Role of motivational interviewing in patient centered care in dentistry. <i>IERJ</i> 2016;2:40-1	Pubmed	National	Original article	-
19	Murthy V , Sethuraman KR, Choudhury S, Shakila R. Interdisciplinary Approach in Management of Edentulousness in Menopausal Women-A Narrative Review. <i>Obstet Gynecol Int J</i> 2016; 5(6): 00183.	Google Scholar	International	Review	02
20	Murthy V , Vaithilingam Y, Shivaprasad S, Yadav N, Dayalan S. Does periodical department audit really works to make things fall in place: A Geriatric/General Oral Health Assessment Index based audit in Prosthodontics. <i>J Indian Prosthodont Soc</i> . 2015; 15(2):119-24.	Pubmed	National	Original article	1
21	Nagarajan B, Murthy V , Livingstone D, Surendra MP, Jayaraman S. Evaluation of Crestal Bone Loss Around Implants Placed at Equicrestal and Subcrestal Levels Before Loading: A Prospective Clinical Study. <i>J Clin Diagn Res</i> . 2015 Dec; 9(12):ZC47-50.	Pubmed	National	Original article	37
22	Shrivastava KJ, Bhojar A, Agarwal S, Shrivastava S, Parlani S, Murthy V . Comparative clinical efficacy evaluation of three gingival displacement systems. <i>J Nat Sci Biol Med</i> . 2015;6(Suppl 1):S53-S57.	Pubmed	National	Original article	27


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	doi:10.4103/0976-9668.166082				
23	Kamalakannan J, Murthy V , Kularashmi BS, Jajoo K. Customized Silicone Vaginal Stent. J Obstet Gynaecol India. 2015; 65(4):281-283. doi:10.1007/s13224-015-0734-5	Pubmed	National	Case report	06
24	Livingstone D, Murthy V , Baliah J, Pillai A. Double frenum weds fusion: a rare wedlock? BMJ Case Rep. 2015;2015: bcr2014204502.	Pubmed	International	Case report	02
25	Livingstone D, Murthy V , Reddy VK, Pillai A. Prosthodontic rehabilitation of a patient with aggressive periodontitis. <i>BMJ Case Rep.</i> 2015;2015:bcr2014204588. Published 2015 Mar 5. doi:10.1136/bcr-2014-204588	Pubmed	International	Case report	15
26	Murthy V , Manoharan, Balaji, Livingstone D. Effect of surface treatment methods on the shear bond strength of resin cement to zirconia ceramics- a comparative in vitro study. J Clin Diagn Res. 2014 Sep; 8(9):ZC65-8.	Pubmed	National	Original article	37
27	Murthy V , Vaithilingam Y, Livingstone D, Pillai A. Prosthetic rehabilitation of palatal perforation in a patient with 'syphilis: the great imitator'.BMJ Case Reports 2014;2014:bcr2014204259.	Pubmed	International	Case report	15
28	Murthy V , Singh S, Shakila R, Shastri M. Comparison of Graphoanalysis with House Method in Prediction of Complete Denture Patient's Mental Attitude: A Prospective Comparative Study. J Indian Prosthodont	Pubmed	National	Original article	07


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	Soc. 2013;13(1):24-9. doi:10.1007/s13191-012-0155-4				
29	Murthy V , Yuvraj V, Nair PP, Thomas S. Prosthodontic management of an Albinism Patient – Dental implications and management. <i>BMJ Case Rep.</i> 2013	Pubmed	International	Case report	02
30	Karandikar S, Bhawsar S, Murthy V J , Pawar P, Yuvaraj V, Dalsingh V. Bhawsar-karandikar stent: an aid to vestibuloplasty. <i>J Maxillofac Oral Surg.</i> 2013; 12(2):237-9.	Pubmed	National	Case report	04
31	Murthy V , Singh S, Shastri M, Rajaram S. Evaluation of complete denture patients using graphoanalysis: A clinical study. <i>Indian J Dent Res</i> 2012; 23: 149-51.	Pubmed	National	Original article	01
32	Murthy V , Yuvraj V, Nair PP, Thomas S. Prosthodontic management of radiation induced xerostomic patient using flexible dentures. <i>BMJ Case Rep.</i> 2012 Mar 20; 2012:bcr1120115250.	Pubmed	International	Case report	13
33	Murthy V , Yadav N S, Saxena V, Yuvaraj V, Krishna A. Implications of Socio-economic factors in Complete Denture Treatment in Bhopal an Epidemiological Survey. <i>Journal Of The Indian Association of Public Health Dentistry</i> 2011;18(3):1028-30	Pubmed	National	Original article	-
34	Murthy V , Yuvraj V, Nair PP, Thomas S, Krishna A, Cyriac S. Management of exaggerated gagging in prosthodontic patients using glossopharyngeal nerve block. <i>BMJ Case Rep.</i> 2011 Aug 31; 2011:bcr0720114493.	Pubmed	International	Case report	20


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35	Yuvaraj V, Krishnan B, Murthy V , Prasad S. Risk-Benefit Assessment. BDJ 2011 ;210(4):151	Pubmed	International	Technical note	-
36	Murthy V , Singh S. Comparison of graphoanalysis with blum's method in prediction of complete denture patient's mental attitude - A prospective comparative study. P JSR 2011; 4(2):8-13	Index Copernicus, Google scholar	University	Original article	7
37	Murthy V , Agrawal B, Yadav N. Smile in oral rehabilitation. JIDA- MP state branch, 2011; 2 :30 -33	Google scholar	State	Review	-
38	Murthy V , Vaze R. Prosthetic management of an ectodermal dysplasia: a case report. PJSR 2010;3(2):37-40	Index Copernicus, Google scholar	University	Case report	14

12. Ongoing or completed research projects yet to be published:

S. No	Topics
1.	Comparative evaluation of accuracy and reliability of conventional, thumb method and cephalometric measurements in determining vertical dimension at rest in completely edentulous patients-A randomized controlled trial
2	Knowledge, attitude and practice among dental professionals regarding retention system for maxillofacial prostheses.
3	Knowledge, awareness and practice regarding ergonomics and musculoskeletal disorder among dental practitioners and students in Puducherry and Tamil Nadu
4	Comparative evaluation of antifungal activity of four essential oil incorporated in tissue conditioner on candida albicans-An in vitro study
5	Management of stress related Temporomandibular disorders and Orofacial Pain with

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	Yoga therapy in dental students. A Randomized Control trial
6	Effect of yoga therapy on covid pandemic related stress and academic efficiency of dental students - A Randomized Control Trial
7	Comparison of positional accuracy in multiple implants by splinting with two different materials in open tray impression technique –An invitro study
8	Knowledge and Attitude towards Prosthodontic Rehabilitation and Utilization of Dental Services by the General Population visiting Sri Venkateshwaraa Dental College, Ariyur, Puducherry
9	Comparative evaluation of tear strength and compressive resistance of three commercially bite registration material- An invitro study
10	A questionnaire-based survey to assess the knowledge and awareness of denture staining in denture wearers visiting Sri Venkateshwaraa Dental College, Ariyur, Puducherry

13. Patency:

PATENT

S.No	Title of the Patent	Details	Status
1	Co-investigator for complete specification of patent titled - A Self-Retaining Lingual Flap Guarding Device During Surgical Removal of Impacted Mandibular Third Molar	(Ref number:5833/CHE/2015) (App number: E-2/2920/2016/CHE)	Complete specification
2	Protective harness to prevent accidental fall of fragile equipments	Applied (202341018461A)	-
3	Smart ergonomic support system for dentist	Applied (202341018708)	-
4	A novel instrument kit for esthetic denture characterization (EDC)	Applied (202341018709)	-

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S.No	Title	Diary number	Status
1	PATIENT SATISFACTION INDEX FOR EYE PROSTHESIS PATIENT	20397/2023-CO/L	Granted
2	SBV-DICE(SBV-DENTAL SCRIPT FOR INTENSIVE COMMUNICATION SKILLS EDUCATION)	11786/2017-CO/L dated 11-08-17	Granted
3	SBV-PRO-PREP (SBV-PRACTICE ORIENTED- PEER REVIEW FOR PROSTHODONTICS)	9257/2017-CO/L dated 10-06-17	Granted
4	SBV-EPICS (SRI BALAJI VIDYAPEETH-EVIDENCE BASED PERSONALIZED IMPARTING OF COMMUNICATION SKILLS)	9258/2017-CO/L dated 10-06-17	Granted
5	DENTALCOMMUNICATIONUNIT – MODULES FOR TRAINING PROGRAMME FOR FACULTY	7486/2022-CO/L	Granted
6	DENTAL COMMUNICATION UNIT –MODULES FOR TRAINING PROGRAMME FOR UNDERGRADUATE	7484/2022-CO/L	Granted
7	“PUBG [PAMPHLET FOR USER(PATIENT) FRIENDLY METHODS FOR BOTH OTHERS MEGAGGING]”	7505/2022-CO/L	Granted
8	PROPOSE (PAMPHLET TO REDUCE OEDEMA AND POST OPERATIVE SWELLING AFTER SURGICAL EXTRACTION).	7511/2022-CO/L	Granted

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9	NOT (NO OVERTHINKING).	7492/2022-CO/L	Granted
10	ADAPT -SVDC MODEL ALTERNATIVE DENTAL ANXIETY REDUCTION PROTOCOL.	7508/2022-CO/L	Granted
11	MANAGEMENT OF PERI-IMPLANTITIS USING THE DDA APPROACH	7232/2023-CO/L	Granted
12	"CREST" APPROACH FOR REMOVAL OF FAILED IMPLANTS	7229/2023-CO/L	Granted
13	HOME CARE INSTRUCTIONS AFTER CEMENTATION OF PERMANENT BRIDGES AND CROWNS - A MOTIVATIONAL PAMPHLET FOR PATIENTS	7240/2023-CO/L	Granted
14	RIBS PROTOCOL FOR MAINTENANCE OF IMPLANT SUPPORTED OVERDENTURE	7238/2023-CO/L	Granted

14. Authorship of book or a chapter:

S.No	Chapter title and book	Publication status
	BOOK	Scieng Publications
1	Full mouth Implants	Published (ISBN No.- 978-93-94766-03-7)
2	Laminates and Veneers	Published (ISBN No.- 978-93-94766-02-0)
3	Extraoral maxillofacial prosthesis	Published (ISBN No.- 978-93-94766-38-9)
4	Implant supported overdenture	Published (ISBN No.- 978-93-94766-37-2)
	CHAPTER IN A BOOK	Recent Advances in Dentistry: Vol II, Scieng Publications

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1	Geriatric dentistry –An emerging branch of dentistry in Recent Advances in Dentistry	Published (ISBN No.- 978-93-94766-24-2)
2	Artificial Intelligence-A booming boon in dentistry	Published (ISBN No.- 978-93-94766-24-2)

Faculty Performance Based Appraisal System

Part A: GENERAL INFORMATION

15. No. of classes taken during current academic year:

Under graduation:60

Post-graduation:62

16. Any articles Edited/Reviewed in journals

S.No	Name	Position	Type
1	Journal of Clinical Prosthodontics and Implantology (Official publication of IPS-TN and Puducherry branch)	Editorial member	State
2	Journal of Indian Prosthodontic Society (Official publication of Indian Prosthodontic Society)	Reviewer	National
3	BMC Oral health	Reviewer	International
4	Journal of Dental education (Official journal of American Dental Education Association)	Reviewer	International
5	European journal of dentistry	Reviewer	International
6	British medical Journal-Case reports	Reviewer	International

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7	International Journal of Oral and Dental Health	Reviewer	International
8	Patient preference and Adherence	Reviewer	International
9	Indian Journal of Dental Research	Reviewer	National
10	Journal of Clinical and Diagnostic Research	Reviewer	National
11	Journal of Contemporary Medical Education	Reviewer	International
12	Journal of Dentistry and Oral Hygiene	Reviewer	International
13	Journal of Scientific Dentistry	Reviewer	Institutional
14	SBV Journal of Basic, Clinical and Applied Health Science	Reviewer	Institutional

17. Rally / Campaigns / Meets conducted (Furnish details)

50th Golden Jubilee Rally Torch Rally conducted for awareness on Prosthodontics in Gandhi Thidal, Rocky beach, Pondicherry

18. Extra-curricular Activities such as Medico social work, Journalistic or other activities related to fine Arts, Sports etc. (if any attach certificates)-

19. Any other-

- **BOARD OF STUDIES MEMBER** (Subject expert) of Prosthodontics Departmental Curriculum Committee for PG Curriculum revision in 2022 and 2023 for SPDC&H of DMIHER(DU), Wardha


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• PHD SUPERVISOR/EXPERT/OBSERVER

Has been supervising PhD students as Subject Expert and Doctoral committee member for various institutions.

Signature of the faculty

Comments of Head of Department on regards to department activities, skill and ability to work as a team.

Good

Date: 09/02/23

Signature of HOD

PROFESSOR & HOD
Department of Prosthodontics & Crown and Bridge
SRI VENKATESHWARAA DENTAL COLLEGE
PUDUCHERRY.

Signature of the Principal

Prepared by

Forwarded by

VICE-PRINCIPAL(Academics)
Sri Venkateshwaraa Dental College,
Ariyur, Puducherry - 605 102.

Verified by

CO-ORDINATOR
IQAC

Approved by

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Faculty Performance Based Appraisal System

Part A: GENERAL INFORMATION

Name : Dr.R.Piradhiba
Department : Orthodontics
Current designation : Reader
Date of joining : 01.10.2021
Date of last promotion in this Institution: - N/A
Mobile Number : 9003917321
Email : piradhiba@gmail.com

Whether acquired any other degree or any additional academic qualifications during the year:

1. Educational Qualifications:

Examination Passed	Year of Passing	University
BDS	Sep 2011	Pondicherry University
MDS	June 2015	The Tamil Nadu Dr.MGR University
PHD	Ongoing	Dr.MGR Educational and Research Institute

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10.	9.02.2022 to 11.2.2022	Out Of Box
11.	17.2.2022	Correction Of Skeletal Class 3 Using Maxillary Expansion
12.	15.02.2022 to 17.2.2022	Research Methodology, Ethics And Biostatistics
13.	19.10.2021	Patient And Parenting
14.	27.10.2021 to 31.10.2021	World Dental Conference - Virtual
15.	16.12.2021	An Overview Of Intellectual Property Rights And Patenting
16.	19.09.2021 to 20.9.2021	World Dental And Oral Health Congress E-Conference
17.	19.10.2021	Orthodontic Week Celebrations October 2021
18.	16.12.2021	An Overview Of Intellectual Property Rights And Patenting
19.	19.11.2021 to 20.11.2021	Laser Conditioning -A Preferred Option Over Conventional Acid Etching
20.	19.11.2021 to 20.11.2021	World Dental & Oral Health Congress

3. PRIZES, MEDALS, ETC. AWARDED:

S. No	Title of the award, fellowship, received from Government or recognized bodies	Year of Award	Organisation
1	Young Scientist	2021	ESN Publications for contribution
2	Emerging Academician Award	2021	Global Outreach Healthcare Academy
3	Emerging Academician Award	2022	Global Outreach Healthcare Academy


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6. Participation in Institutional Governance:

- Member of NIRF(National Institutional Ranking Framework) committee in Sri Venkateshwaraa Dental College, Puducherry since November, 2021.
- Member of Criteria 6
- Post Graduate Co-Ordinator in Sri Venkateshwaraa Dental College, Puducherry since February, 2022.

7. Participation in college committees with position:

- Alternate Member Secretary of Institutional Ethics Committee in Sri Venkateshwaraa Dental College, Puducherry since September, 2022.
- Member of Research Committee in Sri Venkateshwaraa Dental College, Puducherry since December, 2021.
- Member of International Student Cell Committee
- Member of Minority Cell Committee.
- Member of Dental Communication Unit of SVDC
- Member of Internal Complaints Committee

8. No. of Published works in indexed journals after last Promotion: NA

9. Publications:

S.No	Title of the Paper Published / Page No.	Name of the Journal	Points
1.	Laser Conditioning: A Preferred Option Over Conventional Acid Etching for Orthodontic Bonding	Journal of Indian Orthodontic Society October 13, 2020 https://doi.org/10.1177%2F0301574220957164	15
2	The Views and Attitude towards orthodontic Care.	Journal of Advanced Medical and Dental Sciences. Research. Vol.8, Issue 11, November 2020.	10


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	Orthodontics	Science 2022, Volume 10, Issue 2, Page No: 253-257	
11.	Book Chapter on "Paradigm shift in Orthodontics"	published in RECENT ADVANCES IN HEALTHCARE Scieng Publications.ISBN Number- 978-81-955557-3-4	5
12	A Comparative Analysis of Surface Characteristics of Enamel after Conventional Acid Etching and Er,Cr:YSSG Laser Irradiation.	J Clin Exp Dent. 2022;14(9):e740-5.	15
13	Oral Health Needs For Transgender Population-A Literature Review	Eur. Chem. Bull. 2023, 12 (Special Issue 4) DOI:10.48047/ecb/2023.12.si4.1597	15
14	Smile Esthetics – A Literature Review	Eur. Chem. Bull. 2023, 12 (Special Issue 4) . DOI: 10.48047/ecb/2023.12.si4.1613	15
15	Orthodontic Instruments and Pliers- A Literature Review	Eur. Chem. Bull. 2023, 12 (Special Issue 4), DOI: 10.48047/ecb/2023.12.si4.1598	15

10. Ongoing or completed research projects yet to be published:


- Survey on Awareness of Clear aligners among Undergraduates
- The prophecy in Orthodontics- Dermatoglyphics and chieloscopic pattern assessment.
- Comparative analysis of palatal Depth in Class II and Class III patients.

11. Patency:

Co-investigator in the patent titled "System and Method to detect Multiple teeth distortion using Artificial intelligence" published on 04/03/2022.

12. Copyrights:

- I. Own a copyright on "Mandibular mini-implant wagon wheel-site and size"


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Comments of Head of Department on regards to department activities, skill and ability to work as a team.

Good In

Date: 29.5.23

Signature of HOD

PROFESSOR & HOD
Department of Orthodontics & Dento Facial Orthopaedics
SRI VENKATESHWARAA DENTAL COLLEGE
PUDUCHERRY.

Signature of the Principal

Prepared by
(Dr. P. Pradheep)

Forwarded by

PROFESSOR & HOD
Department of Orthodontics & Dento Facial Orthopaedics
SRI VENKATESHWARAA DENTAL COLLEGE
PUDUCHERRY.

Verified by
CO-ORDINATOR
IQAC

Approved by

PRINCIPAL
SRI VENKATESHWARAA DENTAL COLLEGE
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Dental College

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SRI VENKATESHWARAA DENTAL COLLEGE

SVGI\SVMCH&RC\HRD\PAF\JANUARY 2022

DATE OF APPRAISAL: 25.1.2022

PERFORMANCE APPRAISAL FORM (STAFF) - JANUARY-2022											
NAME: J.BALAMURUGAN		DEPARTMENT: ADMIN		NAME OF APPRAISAR: S. MAGASVARAJ				DESIGNATION: HOD/A.O.			
DESIGNATION: DEO		DOJ: 23.01.2013		ASSESSMENT						TRAINING	
S. No	Roles and Responsibilities	D/W/M	Manual/Computer - Who is Cross checking	Reporting To	Fair	Good	Very good	outstanding	Training Required	Training not required	New Assignment / Any Suggestion to be mentioned
1	To check Principal's & Office mail daily	D	C	Principal/AO		✓			—	✓	
2	To type circulars, letter as per instruction of principal	D	C	"		✓			—	✓	
3	Arrangements for Governing body meeting, Clinical society meeting, Staff meeting and any other meetings	D	M	"				✓		✓	
4	To make tea indent & Snacks for meeting	D	M	"				✓			
5	Daily work assigned by Principal and AO	D	M	"				✓			
6	To sent Anti-Ragging reports to DCI	D	C	"				✓			
7	To maintain leave letter details of Teaching and non teaching with HR Department	D	M	"				✓			
8	To prepare artwork for Media related work	—	—	—			✓				
9	To maintain courier inward and outward	M	M					✓			
10	To sent vehicle indent for transport [whenever necessary]	D	M					✓			
11	Coordinate with Academic assistants for exam related work.	D	M					✓			
12	Coordinate with Admission Coordinator at the time of admission, CENTAC related work	—	—			✓					
13	To Collect OP Census from department wise.	—	—			✓					
	To maintain material requisition and indent,	M	M					✓			



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Performance Evaluation Form – Staff Appraisal

This form will assist management in preparing the performance evaluation for the individual listed below. As someone who works with this person on a regular basis, your feedback regarding his or her performance will be useful to the overall review process.

NAME OF APPRAISE: J. BALAMURUGAN	DESIGNATION: DEO	DOJ: 23.1.2017
APPRAISER NAME: S. MAGASVARI	DESIGNATION: A.O	DEPT: Adm. office
PERIOD UNDER REVIEW	FROM: 1.7.2020 (27.12.20 to 8.3.2021 except)	TO: 25.1.2021.

	Every Day	A few times a week	A few times a month	Every few months	NA (Never)
Time Spent					
Your interaction with employee	✓				

Quality of Work	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable
Sets high standards for quality of work output	✓				
Ensures work is error-free before submitting	✓				
Helps others improve the quality of their work	✓				

Communication	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable
Communicates well orally and in written-form		✓			
Displays good listening skills	✓				
Shares information freely with others		✓			





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Teamwork	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable
Contributes positively to team	✓				
Helps define team roles to maximize output	✓				
Can be counted on to complete tasks correctly	✓				

Personal Qualifications and Leadership	Strongly Agree	Agree	Disagree	Strongly Disagree	Not * Applicable
Presents a positive image to outsiders	✓				
Is friendly and easy to work with	✓				
Adapts well to change		✓			
Has high professional and ethical standards		✓			

PLEASE PROVIDE ADDITIONAL COMMENTS:

Sincere & Hardworker

Interest to work any additional jobs assigned like Govt. of Puducherry & Pondicherry University letter correspondence / despatch etc.

Strongly recommended for his future promotional avenues



Devaran
25/1/2022

SIGNATURE OF APPRAISER WITH SEAL



SRI VENKATESHWARAA DENTAL COLLEGE

SVG/SVMCH&RC/HRD/PAF/AUGUST 2022

DATE OF APPRAISAL: 18/8/22

PERFORMANCE APPRAISAL FORM (STAFF) - AUGUST-2022											
NAME: P. KALA		DEPARTMENT: SVDC - Admin Office		NAME OF APPRAISER: S. MAHASWARI			DESIGNATION: AO				
DESIGNATION: ACADEMIC ASSISTANT		DOJ: 02.08.2014		ASSESSMENT			TRAINING				
S. No	Roles and Responsibilities	D/W/M	Manual /Computer - Who is Cross checking	Reporting To	Fair	Good	Very good	outstanding	Training Required	Training not required	New Assignment / Any Suggestion to be mentioned
1	All original certificates handling - BDS & MDS.	Y	Manual Mona Prinsipal					outstanding			
2	After completion of admission, all original certificates received from admission team. <u>Challan preparation and submitted to Pondicherry University-within one month from the date of closing of admission as per the Academic Calender.</u> Challan preparation as follows: <ul style="list-style-type: none"> • Recognition fees • Matriculation fees • Sports fees • University Development fund • University Exam Registration fees Request to Pondicherry university certificate verification. After certificate verification only we receive the recognition order from the University - Every year.	Y	M/C	AOs Prinsipal				✓			
3	Maintenance of Students' Profile.		M	AOs Prinsipal				✓			
4	Maintenance of Admission Register. (Admission register - writing every year -	Y	M/C	AOs D.				✓			

S. No	Roles and Responsibilities	(C) W /M	Manual /Computer - Who is Cross checking	Reporting To	Fair	Good	Very good	outstanding	Training Required	Training not required	New Assignment / Any Suggestion to be mentioned
7	Original Certificates handed over Work: <ul style="list-style-type: none"> To Applying provisional certificate to the University Provisional certificate received from the University. Course Completion Certificate & CRR1 completion certificate received from the Bala Brother. TC Writing work. All above work completed, Principal sir fixing the original certificates issuing date. Informed and Handed over to all original certificates from concern students.	Y	M/C	AO & Principals				✓			
8	To applying Original Certificate process to the Pondicherry University.	Y	M/C	"				✓			
9	Inform about the absenteeism of the students to the respective parents - by SMS & Phone. *Covid Time - NA	-									
10	Conduct of Parents/Teachers Meeting - Aug/Sept & March/April. *Covid Time - NA						✓				
11	To issuing students bonafide & Fee structure for applying Bank Loan- for all 4 years. SC-Students Scholarship preparation - document work.	D	C	"				✓			
12	Uploading the I-BDS Students details - to PU Respectively.	Y	C	"				✓			
13	NAAC Work -co ordination.		M/C	"				✓			



PERFORMANCE APPRAISAL - BASIC ATTRIBUTES FORM

NAME: P. KALA		DESIGNATION: ACADEMIC ASSISTANT			APPRaiser NAME:			DESIGNATION:	
S NO	FACTORS FOR ASSESSMENT	FAIR	GOOD	VERY GOOD	OUTSTANDING	REMARKS			
1	Adherence of Rules & Regulations of Hospital / Discipline				✓				
2	Computer Knowledge				✓				
3	Maintenance of Records/Files and Registers			✓					
4	Maintenance of Department				✓				
5	Grooming				✓				
6	Attendance/punctuality				✓				
7	Communication skills Communication with higher officials Communication with immediate superior Communication with co-worker Communication with subordinate				✓				
8	Ability to work as part of a team				✓				
9	Problem-solving skills				✓				
10	Updated subject knowledge				✓				

COMMENTS:

Sincere & devotional worker.
Strongly recommended.



Dejavarani
18/8/22
HOD SIGNATURE



SRI VENKATESHWARAA DENTAL COLLEGE

DATE OF APPRAISAL:

SVG1\SVMCH&RC\HRD\PAF\AUGUST 2022

PERFORMANCE APPRAISAL FORM (STAFF) - AUGUST-2022

DESIGNATION:

NAME OF APPRAISAR:

DEPARTMENT:

NAME:
P. KALA

SVDC - Admin
Office

DOJ: 02.08.2014

DESIGNATION:
ACADEMIC ASSISTANT

TRAINING

ASSESSMENT

New Assignment / Any Suggestion to be mentioned

Training Required

outstanding

Very good

Good

Fair

Reporting To

Manual /Computer - Who is Cross checking

D/W/M

S. No

1 All original certificates handling - BDS & MDS.

2 After completion of admission, all original certificates received from admission team. Challan preparation and submitted to Pondicherry University-within one month from the date of closing of admission as per the Academic Calender.

Challan preparation as follows:

- Recognition fees
- Matriculation fees
- Sports fees
- University Development fund
- University Exam Registration fees

Request to Pondicherry university certificate verification. After certificate verification only we receive the recognition order from the University - Every year.

3 Maintenance of Students' Profile.
Maintenance of Admission Register. (Admission register - writing every year -

4



SRI VENKATESHWARAA DENTAL COLLEGE

SVG\SVMCH&RC\HRD\PAF\ 2022

DATE OF APPRAISAL:

PERFORMANCE APPRAISAL - BASIC ATTRIBUTES FORM

NAME: P. KALA		DESIGNATION: ACADEMIC ASSISTANT			APPRaiser NAME:			DESIGNATION:
S NO	FACTORS FOR ASSESSMENT	FAIR	GOOD	VERY GOOD	OUTSTANDING	REMARKS		
1	Adherence of Rules & Regulations of Hospital / Discipline		✓					
2	Computer Knowledge		✓					
3	Maintenance of Records/Files and Registers		✓					
4	Maintenance of Department		✓					
5	Grooming		✓					
6	Attendance/punctuality		✓					
7	Communication skills Communication with higher officials Communication with immediate superior Communication with co-worker Communication with subordinate		✓					
8	Ability to work as part of a team		✓					
9	Problem-solving skills		✓					
10	Updated subject knowledge		✓					

COMMENTS:


HOD SIGNATURE
12/8/22



PERFORMANCE APPRAISAL - BASIC ATTRIBUTES FORM

NAME: MAGASVARI.S		DESIGNATION: A.O		APRAISER NAME:			DESIGNATION:	
S NO	FACTORS FOR ASSESSMENT	FAIR	GOOD	VERY GOOD	OUTSTANDING	REMARKS		
1	Adherence of Rules & Regulations of Institution / Discipline	/						
2	Computer Knowledge	/						
3	Maintenance of Records/Files and Registers	/						
4	Maintenance of Department	/						
5	Grooming	/						
6	Attendance/punctuality	/						
7	Communication skills Communication with higher officials Communication with Immediate superior Communication with co-worker Communication with subordinate	/						
8	Ability to work as part of a team	/						
9	Problem-solving skills	/						
10	Updated subject knowledge	/						

COMMENTS:

HOD SIGNATURE