**Self-Reflection and Appraisal Form**

Name & Surname: Date:

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| **QUESTIONS** | **COMMENTS** |
| What aspects of your job have you found the most rewarding this academic year so far? Please state why. |   |
| What aspects of your job have you found the most challenging this academic year so far? How are you planning to overcome these challenges? / How can you improve yourself on these issues? |   |
| Please comment on your professional qualities in the areas listed below:·    Organization skills:* Communication skills (e.g. good communication with students & colleagues)
* Being punctual (e.g. being in class on time, leaving the class/school on time, keeping the deadlines, etc.)
* Quality proctoring & marking (e.g. being vigilant at all times, classroom arrangement, etc.)
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| Please state the activities you have done for your professional development this year. |  |
| In the next semester / academic year what do you consider to be your professional / academic aim? (e.g. CELTA, DELTA, MA, PhD, etc.) |   |
| Please comment on any issues / areas that have not been addressed above. |   |
| Are you planning to continue working at ABU SOFL in the next academic year?  |  |