

# Self-Scoring Form for the Promotion of Full-time Faculty Members of the School of Management

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

I. Teaching performance (five years before submission and after the previous level of teaching qualification was obtained)

(1) Teaching (not including in-service master programs)

Serial No.	Academic Year/Semester	Curriculum (Specify Undergraduate Program / Graduate Institutes)	Credits	Number of Students	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(2) Thesis supervision (not including thesis supervision for in-service master's programs)

Serial No.	Academic Year	Student's Name	PhD/Master Students	Sole Advising /Co-advising	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(3) Administrative position at the University

Serial No.	Period	Position	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(4) Production of teaching materials

Serial No.	Title of Textbook (Including Publication Date)	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(5) Teaching seniority

Calculation Period	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

Teaching performance score.

1. Scoring according to department (institute) regulations:

Raw score: (1)+(2)+(3)+(4)+(5)= \_\_\_\_\_ points

Actual score:

2. Scoring according to the School regulations:

Raw score: (1)+(2)+(3)+(4)+(5)= \_\_\_\_\_ points

Actual score.

II. Research performance (five years before submission and after the previous level of teaching qualification was obtained)

(1) Journals and papers

Serial No.	Title of the Work (Including the Author, Journal of Publication, and Year, Month, and Page of the Publication)	Place of Publication	Journal Type	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(2) Research projects (only those reported to the employing unit) (3 points per project per year)

Serial No.	Project Title (Including the Project Period and Roles)	Project Amount	Scoring According to Department /Institute Regulations	Scoring According to the School Regulations

Research performance score.

1. Scoring according to departmental (institute) regulations:

Raw score: (1) + (2) = \_\_\_\_\_ points

Actual score:

2. Scoring according to the School regulations:

Raw score: (1) + (2) = \_\_\_\_\_ points

Actual score:

III. Counseling and service performance (five years before submission and after the previous level of teaching qualification was obtained)

(1) University and school level committees (up to 8 points in total)

1. Permanent/special committees at the University or School level

Serial No.	Academic Year/Semester	Committee	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

2. Provisional mission-oriented committees at the University or School level (please attach supporting materials such as meeting minutes or achievement materials)

Serial No.	Academic Year/Semester	Committee	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(2) Organizing external seminars, workshops and training courses (up to 8 points)

Serial No.	Academic Year/Semester	Name of Seminars, Workshops, Training Courses	Scoring According to	Scoring According to the

	r		Department/Institute Regulations	School Regulations

(3) Laboratories at the level of the School of Management (up to 8 points)

Serial No.	Academic Year/Semester	Name of Laboratory	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(4) Hosting national academic conferences (up to 8 points)

Serial No.	Academic Year/Semester	Name of Academic Conference (Including the Time)	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(5) Serving as a student advisor or all kinds of special tutor in the Academic Affairs Office (up to 8 points)

Serial No.	Academic Year/Semester	Class	Number of students	Discussions frequency	Receipt of Excellent Student Advisor/Special	Scoring According to Department	Scoring According to the
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					1 Tutor Awards	nt/Institute Regulations	School Regulations
					<input type="checkbox"/> Yes <input type="checkbox"/> No		

(5) Administrative position (up to 8 points)

Serial No.	Academic Year/Semester	Administrative Position	Contribution	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

(7 Department (institute) services (up to 5 points)

(8) Service as the lead author of a cross-unit collaborative project or responsibility for promoting the development of School-wide work (up to 5 points) (Please attach the track record form)

Serial No.	Academic Year/Semester	Name of Collaborative Project/Responsibility for Promoting School-wide Work	Scoring According to Department/Institute Regulations	Scoring According to the School Regulations

Counseling and service performance score:

1. Scoring according to department (institute) regulations:

Raw score: (1)+(2)+(3)+(4)+(5)+(6)+(7)+(8)= \_\_\_\_\_ points

Actual score:

2. Scoring According to the School Regulations:

Raw score: (1)+(2)+(3)+(4)+(5)+(6)+(7)+(8)= \_\_\_\_\_ points

Actual score:

IV. Composite score

Scoring according to department (institute) regulations:

Item	Teaching Performance	Research Performance	Counseling and Service Performance	Total
Raw Score				
Actual score				

Scoring according to the School regulations:

Item	Teaching Performance	Research Performance	Counseling and Service Performance	Total
Raw Score				
Actual score				