

Manual of Awards
Instituted by CTEF Kerala

Foreword

It is our pleasure to share the **Manual of Awards** of CTEF Kerala, featuring comprehensive information on our 15 esteemed awards. This manual serves as a guide to the awards instituted by CTEF Kerala, highlighting our commitment to recognising excellence and promoting talent.

As we strive for a world where everyone has opportunities to reach their full potential, we acknowledge the hard work, dedication and passion of teacher educators who make a positive impact in the teacher education field. Our awards aim to celebrate these unsung heroes who inspire others to follow their footsteps and foster a culture of excellence. The accomplished Teacher educators from Colleges of Teacher Education, Departments of Education, SCERT, DIETs and TEIs, who are members of CTEF Kerala, are eligible to apply for these coveted awards.

Within this manual you will find detailed information on our award categories, eligibility criteria, selection processes and guidelines for nomination and application. We have designed this manual to be user-friendly and accessible, ensuring seamless experience for all participants.

As we embark on this journey of recognising and rewarding outstanding achievements, we are filled with hope and excitement for the future. We believe that by working together, we can create a brighter tomorrow for all.

Sincerely



Dr M S Geetha
Chairperson, CTEF Kerala
(For Award committee)

List of CTEF, Kerala Awards-2025

1. Prof.(Dr) K Sivadasan Pillai Memorial Award for Academic Excellence
2. Prof. (Dr) A Sukumaran Nair Memorial National Award for Pedagogic Brilliance
3. Dr. K Soman Memorial Award for Teacher Educator of the Year
4. Award for the Best Administrator of the Year
5. Award for the Inspiring Teacher Educator
6. Prof. K. R. Sivadasan Memorial Award for Innovative Researcher in Education
7. Award for the Talented Writer in Education
8. Award for the Most Committed Teacher Educator for Extension work
9. Award for the Best Teacher Educator at DIET and SCERT Level
10. Award for the Best Teacher Educator at TEI Level
11. Award for the Topper of B.Ed. Examination of the University of Kerala
12. Award for the Topper of D.El.Ed. Examination in Thiruvananthapuram District
13. Dr.N.D Joshi Memorial Award for Institutional Excellence
14. Prof. (Dr.) N Vedamani Manuel Memorial Award for Best Paper Presenter
15. Dr. Sudheesh Memorial Award for Innovative Research Paper Presenter

Eligibility

1. Award Recipient waiting period

To ensure a fair and competitive selection process, the applicants who have previously received an award from CTEF must wait for a minimum of three years before becoming eligible to apply again. This mandatory waiting period begins from the date of their previous award.

2. Conflict of interest policy

To maintain the integrity and impartiality of the award selection process, members of the award committee are ineligible to apply for the award during their tenure.

3. Notification of No Award

If the entries do not meet our criteria under any one of the categories, that application will not be entertained for the concerned category. But this will not be a disqualification for applying another award for the same applicant..

4. Submission of documents

Every criterion filled up by the applicant shall be followed by supporting documents. It must be sent through email and by post to the Gen. Secretary before the deadline. Assessment will be based on the hardcopies submitted by the applicant.

5. Number of application to be submitted by each candidate

Each applicant is eligible to submit application for up to three awards, and the selection committee will meticulously evaluate each submission, selecting the most exceptional one with highest score. If you emerge as the top contender, we will proudly declare you the award winner.

To ensure a successful application, kindly submit Part A and Part B together with each application totalling three pairs of submissions. This will ensure that each award application is comprehensive and complete.

6. Introduction of new awards

The well-wishers who wish to introduce an award through CTEF are to submit their proposals to the Chairman during the previous year's General body meeting. This allows the committee sufficient time to deliberate and discuss the viability of the award before

implementation.

The Award Committee 2024-25 put forth a few additional criteria to supplement the existing guidelines and to enhance the existing evaluation process. The executive meeting conducted on 29-02-2025 unanimously agreed the following criteria under consideration. 2025-26 awards onwards these criteria will be come in to effect.

7. Dr. K Soman Memorial Award for Teacher Educator of the Year

Currently, many deserving candidates are not applying for this award. To address this issue, we are revising the selection process. Starting next year, the award will be based on nominations. A committee will evaluate the nominee's achievements and top scorer will be declared the awardee.

8. Eligibility requirements

All the applicants must be a member of CTEF for a minimum of two years and actively participate in CTEF activities before applying for an award. Applicants apply for less than two years membership will not be eligible to apply. If they know their membership date, it should also be entered through the application.

9. Annual Convention Registration

*Award applicants should register in the respective year's annual convention before applying the award and pin the receipt with the application.

INSTRUCTIONS

The award application is divided into two distinct components: Part A and Part B

Part A : Applicant Profile(25 marks) (Applicable to Award category No. 2 to 10)

In this introductory section, applicants will provide the essential details such as their name, age, date of birth, designation, address of communication, Ph. No., email id, Educational qualifications, post held etc. Also they will furnish the details of their involvement in CTEF activities. This foundational information serves as the groundwork for the award application accounting for 25% of the total score.

Part B –Specific Criteria (75 marks) (Applicable to Award category No. 2 to 10)

This comprehensive section delves in to the heart of the award, evaluating the applicant's achievements and contributions relevant to the specific award. With a maximum score of 75, this section carries significant weight, accounting for 75%of the total score.

To proceed, applicants must first complete the mandatory Part A , providing a brief overview of their background. Then they will advance to Part B ,where they will address the specific criteria tailored to their chosen award.

Every criterion filled up by the applicant shall be followed by supporting documents.

N. B. In the event of a tie in marks, the following criteria will be utilized to break the deadlock :

1. Participation and involvement in CTEF Kerala activities: The applicant who has demonstrated the highest level of active participation and involvement in CTEF activities and initiatives will be given preference.
2. Recognitions: The applicant who has received the recognitions at international, national or state levels other than from CTEF will be prioritised.

Part A

(For Award No. 2 to 9 & 12)

APPLICATION FOR THE AWARD OF

TITLE: -----

1. Name of the applicant :
2. Official address :
3. Address of residence :
4. Age and Date of Birth:
5. Qualifications (SSLC onwards):
6. Post held:
7. Ph. No & email id :
8. Years of experience in Colleges of Teacher Education/Depts. of Education as
 - Teacher educator
 - Principal/Head/Administrator
9. Any other commendable services /achievements /awards secured
10. A. Year and name of the Awards secured from CTEF:
 - National level
 - State level
- B. Year and name of the Awards secured from other than CTEF:
 - International level
 - National level
 - State level
11. Duration of Membership and involvement in CTEF Activitie

Part A (with score)**APPLICATION FOR THE AWARD OF****TITLE: -----**

1. Name of the applicant :
 2. Official address :
 3. Address of residence :
 4. Age and Date of Birth:
 5. Qualifications (SSLC onwards):
 - a. Basic Post graduate degree + M Ed mandatory for all the applicants, no separate marks for these qualifications.
NET -2 Marks
Ph.D-5 Marks
 - b. For additional Post graduate degrees 2 marks each(limited to 6 marks).
For PDF -2 marks Max.15 marks
 6. Post held :
 7. Ph. No & email id :
 8. Years of experience in Colleges of Teacher Education/Depts of Education as
 - Teacher educator
 - Principal/Head/Administrator
 9. Any other commendable services /achievements /awards secured
 10. A. Year and name of the Awards secured from CTEF:
 - National level
 - State level
- B. Year and name of the Awards secured from other than CTEF:
- International level
 - National level
 - State level

Part B

About the awards

1. Prof. (Dr) K Sivadasan Pillai Memorial Award for Academic Excellence

In reverence to the enduring legacy of a visionary par excellence, the late Prof Dr K Sivadasan Pillai, the CTEF Kerala proudly instituted this prestigious award. This award is the only one of its kind where selection is based solely on nomination, making it a truly unique and exclusive honour. Each year the award committee meticulously nominates a single exemplary teacher educator/visionary to receive this prestigious award ensuring that the legacy of Prof. K Sivadasan Pillai lives on through this recognition.

The nominee must be a teacher/teacher educator/ visionary/ thought leader /or champion of education who has made significant contributions to the educational field leaving a lasting impression on the lives of his students and peers alike. He/ She must be a mastermind who has consistently demonstrated a remarkable commitment to academic distinction and his/her dedication and passion for Teaching/Administration/Research may have left an indelible mark on the academic community.

The award comprises of a cash prize of Rs.10000/- and a beautifully crafted citation which highlights the recipient's remarkable accomplishments in his professional field.

The amount for this esteemed award is being collected every year from educators and researchers, many of whom had the privilege of being mentored by or associated with the illustrious Prof. Dr K Sivadasan Pillai.

2. Prof. (Dr) A Sukumaran Nair Memorial National Award for Pedagogic Brilliance

In recognition of the renowned and pioneering teacher late Prof. Dr A Sukumaran Nair, the Former Vice Chancellor of Mahatma Gandhi University AND Former Patron, the CTEF Kerala chapter proudly introduces this prestigious Award for Pedagogic Brilliance. Prof Nair was a great teacher educator, researcher and administrator and his enduring presence continues to inspire the teaching community through this esteemed award. Every year the award committee meticulously selects a young, dynamic, vibrant, competent, and committed Teacher / Teacher educator to receive this prestigious award.

The award consists of a cash prize of Rs.10000/- and a beautifully crafted plaque symbolising the outstanding achievement. The amount for this esteemed award is sponsored by the Indian Society for the Advancement of Higher Education (INSOHED), founded in 1996 by Prof. Dr A Sukumaran Nair himself.

I. Eligibility Criteria

The award is to encourage young and creative teaching talents who are typically under 40 years of age. Applicants must be permanent teachers in Teacher Education Colleges (Govt., Aided or Unaided colleges), DIETs, TTIs with an experience of teaching for at least 3 years. Also the applicant must be a life member of CTEF Kerala (Since this is a newly established award, unlike other awards, non-members are eligible to take up membership specifically for the purpose of applying for this award. This is a National Award and hence teacher educators outside Kerala are also eligible to apply provided they are members of their concerned State CTEF Chapters. If they are selected in the screening process, they must come and appear for the interview physically at

the Convention venue. For more information dial 9447108758 or 9847347697)

II. Selection

The applicant is required to submit a good quality video of their teaching of any topic of their interest at any level, which will reveal their uniqueness and creative pedagogy. The duration of the video may be limited to 12 minutes. There is no standard format for the video, the applicant may choose a format that will enable the selection committee to gauge his/her pedagogic brilliance. Video may be shot with the teacher in the frame, showing the students. Applicants may also submit a short note highlighting the uniqueness and creativity of their teaching along with the video. Soft copy along with the note must be sent to the Award e mail and hard copy of the application with video and all the details may be sent to the General Secretary CTEF Kerala chapter before the deadline with the conference registration screen shot.

After first level of the evaluation of the videos, the selection committee will shortlist candidates who may be required to undergo a live teaching session of 15 minutes offline and an interview later. The candidate can make use of any type of learning aids which will support his teaching online and offline.

The evaluation of this award will be holistic and will consider the pedagogic brilliance of the candidate as demonstrated in the video or in the subsequent live teaching session in front of the students and the scores of interview and other documents.

Scores allotted for each component :

Teaching - 60 marks

Creative documents - 20marks

Interview	- 20marks
Total	- 100 marks

The documents to be submitted for the interview

- **Supporting materials:**

1. The original application : A copy of the application form with other documents the candidate submit, will likely be the basis for the interview.

The documents would be :

2. A detailed description of candidate's contributions: A brief note outlining the candidate's unique contributions to education.

3. Personal and professional documents:

a. Curriculum Vitae (CV) or Resume: An updated CV highlighting the candidate's educational background, professional experience, publications, and awards or recognitions etc..

b. Portfolio of work: This is the most crucial part. A comprehensive collection of materials that demonstrate candidate's teaching methods, impact, and innovation /creativity. This might include:

4. Evidence of teaching excellence/ innovative practices:

Teaching manual/ New teaching techniques or strategies developed by the candidate/Other resources used in teaching/Reports or articles written on candidate's pedagogical innovations etc.

5. Letter of Recommendation

Letter of Recommendation or counter signature proof from the head of the institution (preferably in the college letter head) showing the proof of date of birth and experience.

The interview will likely focus on the materials submitted.

3. Dr. K Soman Memorial Award for Teacher Educator of the Year

This prestigious award is distributed in reverence to the enduring legacy of Dr K Soman, a stalwart in the field of teacher education, who spearheaded the Dept. of Education, University of Calicut and mentored teacher educators across the Govt. Colleges of Teacher education in Kerala, leaving an indelible mark on the academic landscape of the 20th century final quarter and initial quarter of 21st century in Kerala.

Every year this prestigious award honours the exceptional contributions of a remarkable senior teacher educator who is still in service either in the Colleges of Teacher Education or in the different Departments of education in Kerala.

A senior teacher educator with atleast a decade of dedicated teaching experience and proven track record of excellence in the teacher education area is considered for this award. Their exceptional skills in teaching/ serving as principalship, administratorship, headship and research guideship might have set a high standard for excellence which would inspire others to follow their footsteps.

This award has been sponsored by the family members of Dr K Soman.

The award comprises of a cash prize of Rs 5000/-, an artfully composed citation which highlights his/her remarkable accomplishments and a certificate.

The recipient of this award should demonstrate prowess in

- Mentoring /teaching at B Ed or M Ed level (Years of experience)
- Administration (Years of experience)

- Research field (As Research Supervisor M Ed, M Phil, PhD / No. of theses / dissertations produced)
- Publishing books, journals and other materials as author, co-author, editor, peer reviewer (Number in each category)
- Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like (Number should be specified)
- Extension work/Confidential work/Community Involvement/Participation in Govtl / NonGovtl organisations
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

The recipient of this award should demonstrate prowess in

- **Mentoring /teaching at B.Ed. Level (Years of experience Eligibility -At least 5 years of service in the level of teaching applied for)**
 - 5 years -1mark
 - 6 to 10 years – 2marks
 - 11 to 15 years – 3marks
 - 16 to 20 years– 4marks
 - Above 20 -5 marks Max 5 marks
- **Administration (Years of experience)**
 - Upto 5 yrs- 3 marks
 - Above 5 yrs -5 marks Max: 5 marks
- **Research field (research studies/projects ,served as Research Supervisor, peer reviewer, adjudicator)**
 - Up to 10 dissertations – 1 mark each (limited to 3 marks)
 - more than 10 dissertations -1 marks each (limited to 5 marks)

Ph.D. theses- awarded- 2 marks each (limited to 10 marks)

Up to 5 Projects/ studies – 3 marks

More than 5 Projects/ studies -5 marks

Individual projects - 2 marks each (limited to 6 marks)

As peer reviewer -1 mark each for each journal(limited to 4 marks) As

adjudicator- 2 mark each for each thesis (limited to 6 marks)

Limited to Max.20 marks

- **Publishing books, journals and other materials as author, co-author, editor**
- Books with ISBN- 2 mark each (limited to 6 marks)
- Books without ISBN – 1 mark each(limited to 2 marks)
- Chapter in a book with ISBN-1 mark each (limited to 2 marks)
- Chapter in a book without ISBN-1/2 mark each (limited to 1 mark)
- Edited book with ISBN - 2 marks each (limited to 4 marks)
- Edited book without ISBN - 1 mark each (limited to 1 mark)
- Paper in journals with ISSN-1 mark each (limited to 2 marks)
- Paper in journals without ISSN-1/2 mark each (limited to 1 mark)
- Papers in UGC carelisted journal /Scopus index
2 marks each (limited to 6 marks)

Max.25marks

- **Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like**
(Number should be specified)
1 mark each (limited to 10 marks)

Max. 10marks

- **Extension work/Confidential work/Community Involvement/
Participation in Govtl / NonGovtl organisations**

1 mark each (limited to 10 marks)

Max. 10marks

4. Award for the Best Administrator of the Year

This prestigious award recognises an exceptional administrator who demonstrates unwavering dedication, visionary leadership and a commitment to excellence in his/her role. With a minimum of three years of experience in administrative position such as Principal, Head in Govt./Aided/ Unaided Colleges of Teacher Education or Departments of Education in any University in Kerala.

This award has been sponsored by Dr B Suresh, Former Principal of Govt. College of Teacher Education, Thiruvananthapuram.

The award comprises of an exquisitely designed citation which highlights his/her remarkable accomplishments and a certificate.

The recipient has to consistently showcase everywhere

- Academic proficiency
- Administrative leadership in his sphere of work
- Innovative approaches to administrative challenges (during your tenure)
- A high standard of performance in all office /academic dealings
- Research efficiency
- Participation and involvement in CTEF Activities

Scores allotted for the Award for the Best Administrator of the Year

For this award, the applicant should have a minimum experience of 3 years as Principal in Colleges of Teacher education or Head of Depts. of Education .

The scores allotted for each component are as follows:

Total Marks :75

Experience

Up to 3 years experience -2 marks

3 years and above - 4 marks Max. 4 marks

• **Educational qualifications in the related area**

Any other degree or diploma courses in the fields of administration and management

Degree course -3 marks each (limited to 3 marks)

Diploma course- 2marks each (limited to 4 marks) Max. 7 marks

The recipient has to consistently showcase

• **Academic efficiency**

Curriculum development/ Faculty management /academic programmes/accreditation work / performance measurement /Convener / Coordinator/ Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Coach/mentor/ Paper presenter in seminars, workshops, conferences, symposiums and the like(proof for each item should be attached)

2 marks each (limited to 10 marks) Max. 10marks

• **Administrative leadership in his sphere of work**

-Serving as Organiser/ Reflexive practitioner/ Gen.Convener of the seminars, workshops, Conferences, symposiums/ collaborative leader/strategic thinker/decision maker/community builder and the like (proof for each item should be attached)

2 marks each (limited to 14 marks) Max. 14 marks

- **innovative approaches to administrative challenges (during your tenure)**

- Implementing digital solutions for data management, communication and student services
 - Reorganising departmental structures to promote collaboration and interdisciplinary approaches
 - Introducing innovative programmes/course in the institutions
 - Sending staff for FDPs
 - Improving physical spaces and virtual learning space for student success
 - Promoting sustainability and environmental responsibility
 - Developing strategic plans for enrolment and student retention
 - Encouraging entrepreneurship and experiential learning opportunities of students and faculty members
 - Encouraging community engagement and partnership with local industries and organisations
 - Improving assessment and evaluation methods to measure the students learning outcomes
- Any such programmes that help in the quality enhancement of the institution - 2 marks each, limited to 20 marks

Max. 20marks

- **a high standard of performance in all office /academic dealings**

- Crisis management/ emergency management/ alumni relations/ PTA relations/resource mobilisation/fund raising/public relations/promoting inclusivity and addressing disparities/
- 2 marks each limited to 10 marks

Max. 10marks

- **Research efficiency**

- Research guideship/ equipping the research centre with infrastructure support / helping to secure and manage research grants/helping to allocate

institutional funds for research activities/ implement policies that support research ethics, intellectual property

formulating research committee and conducting periodical meetings of research committee/ helping in disseminating research findings/ helping in introducing and improving research journal/ helping in establishing relationship with other institution/ managing research related administrative tasks /helping in celebrating research achievement of faculty members and the like-

2 marks each limited to 10 marks

Max. 10marks

5. Award for the Inspiring Teacher Educator

This prestigious accolade is reserved for a vibrant young teacher educator who has been a beacon of inspiration, igniting a passion for learning in students. He not only demonstrates excellence in teaching skills, innovative approaches and passion for research, but also showcases enthusiasm in various extra curricular activities. Through this award we honour the remarkable contributions of a young teacher educator who shapes the future of students with a vision, creativity, and unwavering commitment.

This award has been sponsored by Dr Sarat Chandra Raj, Former Chairman CTEF Kerala under the Vijnan International Foundation.

The award comprises of a skilfully created citation which highlights the recipient's remarkable accomplishments in the concerned field and a certificate.

The recipient should set an example to students by

- Conducting events /seminar/conferences in the institution
As Convener / Coordinator/Organising secretary/Chairman/Moderator
- Leading a team for a project
- Showing Resilience As Convener / Coordinator
- Developing curriculum/ courses/ As developer/chairman/participant

- Collaborating with other institutions/community partnership
For student exchange programme , for entrepreneurial ventures, FDPs, Co teaching, mentorship programmes, research projects by mentioning your role in it.
- Showing Creativity and innovation in teaching /lesson planning
- Leading researches -Research activities, guide ship, number candidates produced M Ed, MPhil, Ph.D
- Coaching given for arts, sports and cultural events of students
- Taking care of Inclusivity and diversity
- Taking additional responsibilities
- Participating Continuous professional/self improvement programmes undergone for the last three years
- Developing life skills, values, discipline
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

- **Conducting events /seminar/conferences in the institution**
As Convener / Coordinator/Organising secretary/
Chairman/Moderator
2 marks each limited to 6 marks Max.6 marks
- **Leading a team for a project**
2 marks each limited to 6 marks Max.6 marks
- **Showing Resilience**
As Convener / Coordinator 2 marks each limited Max.4 marks
to 4 marks)
- **Developing curriculum/ courses/as developer
chairman/participant**
2 marks each limited to 6 marks Max.6 marks
- **Collaborating with other institutions/community**
Partnership for student exchange programme for entrepreneurial ventures,

FDPs, Co-teaching, mentorship programmes, research projects by mentioning your role in it.

2 marks each limited to 6 marks

Max.6 marks

- **Showing Creativity and innovation in teaching/lesson planning**

2 marks each limited to 4 marks

Max.4 marks

- **Leading researches** -Research activities, guide ship,

number candidates produced M Ed, M Phil,Ph.D

(M.Ed., MPhil -1 mark each(limited to 5 marks),

Ph.D. - 3marks each

(limited to total 8 marks)

Max.8 marks

- **Coaching given for arts, sports and cultural events of students**

Inside institution 1 mark each limited to 3 marks

Max.3 marks

Outside institution 2 marks each limited to 6 marks

Max.6 marks

- **Taking care of Inclusivity and diversity**

Role taken for each activity

Inside institution 1 mark each limited to 3 marks

Max.3 marks

Outside institution 2 marks each limited to 6 marks

Max.6 marks

- **Taking additional responsibilities**

For each additional role Inside institution 1 mark each

Max.3 marks

limited to 3 marks, Outside institution 2 marks each limited to 6 marks

Max.6 marks

- **Participating Continuous professional/self-improvement**

The number of such programmes undergone for the last three years 2 marks each limited to 4 marks Max.4 marks

- **Developing life skills, values, discipline**

Programmes conducted and role undertaken

2 marks limited to 4 marks

Max.4 marks

6. Prof. (Dr) K. R. Sivadasan Memorial Award for Innovative Researcher in Education

This award is a tribute to the late Prof Dr K R Sivadasan ,who was the Former Dean, Faculty of education, University of Kerala, who dedicated his life to advancing our understanding on researches in education. To recognise and honour outstanding teacher educators who are members of CTEF Kerala, and to commemorate Prof (Dr) K R Sivadasan's legacy and contributions in the field of education, the CTEF Kerala instituted this award.

This award has been sponsored by his family members.

The award comprises of an elegantly expressed citation which highlights the recipient's remarkable accomplishments in the concerned field and a certificate.

Some of the key factors that are to be considered for the award are:

- Experience in Research field (in years)(M Ed ,M Phil &Ph D level)
- Number of M Ed /M Phil /other theses guided
- Number of Ph D theses supervised and awarded
- Number of Research funding projects secured
- Number of books related to Research
- Number of Journal articles published and type of journals
- Role in the editorial committee of research journals/
/books/magazines
- Awards, citations and honours received as recognition in the research field(for research paper/ best researcher/for research impact/ patent /fellowship etc.
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

- **Experience in Research field (in years)**
 - (M. Ed. ,M Phil &Ph D level) More than 10 years -5 marks
 - More than 5 -9 years -3 marks
 - Less than 5 years – 2 marks Max 5marks
- **Number of M Ed /M Phil dissertations guided**
 - Up to 10 - 2 marks
 - More than 10-5marks Max 5marks
- **Number of Ph D theses supervised and awarded**
 - Less than 5 - 3 marks
 - 5 and up to 9 - 5marks
 - More than 10 -10 marks Max 10marks
- **Number of Research funding projects secured**
 - Govt. Projects -2 marks each, limited to 4marks
 - UGC Projects-3 mark each, limited to 12 marks
 - Project funding with less than Rs 2lakh – 2 marks
 - Project funding between Rs 2lakh to 5 lakh – 3marks
 - Project funding betweenRs6 lakh to 10 lakh – 5marks
 - Project funding above Rs.10 lakh to 20 lakh – 6marks
 - Project funding above Rs 20 lakh – 8marks
 - (Limited to 10 marks) Max 10marks
- **Number of books related to Research** Publishing books, journals and other materials served as author, co-author, editor, peer reviewer Books with ISBN- 1 mark each (limited to 3 marks)
 - Books without ISBN – 1/2 mark each(limited to 1 1/2 marks)
 - Chapter in a book with ISBN-1 mark each (limited to 3 marks)
 - Chapter in a book without ISBN-1/2 mark each (limited to 1 1/2 marks)
 - Edited book with ISBN - 1 mark each (limited to 3 marks)

Edited book without ISBN - 1/2 mark each (limited to 1 1/2 marks)

(limited to 15 marks)

Max. 15 marks

- **Number of Journal articles published and type of journals**

Paper in journals with ISSN-2 marks each (limited to 4 marks)

Paper in journals without ISSN- 1 mark each (limited to 1 mark)

Papers in UGC Carelist journal- 2 marks each (limited to 6 marks)

Scopus index – 2 marks each (limited to 4 marks) Max. 15 marks

- **Role in the editorial committee of research journals/
/books/magazines**

Managing Editor 3 marks each

Chief Editor 3 marks each

Editor 2 marks each

Associate Editor 1 marks each

Peer Reviewer 3 marks each

(limited to 5 marks)

Max 5 marks

- **Awards, citations and honours received as recognition in the research field(for research paper/ best researcher/for research impact/ patent /fellowship etc.)**

Research awards

State-1 marks each

National – 3 marks each

International -4 marks each

Patent – 5 marks each

(limited to 10 marks)

Max 10 marks

7. Award for the Talented Writer in Education

This award aims to recognise and celebrate the writing talents of a teacher/teacher educator who has made a positive impact on education through his words. The applicant should have published at least 3 books on Education (Among them at least one should be with ISBN, not edited books).

This award has been sponsored by Prof, (Dr) K Sivarajan, Former Dean of Education, University of Calicut.

The award comprises of a carefully crafted citation which highlights the recipient's remarkable accomplishments in the concerned field and a certificate.

This award could be given to writers who have made significant contributions to the educational field through their writings such as:

- Books written
 - Fiction, non fiction, poems, memoirs, biographies and the like
 - With ISBN and Without ISBN Innovative lesson plans, educational resources, and articles on teaching methods
- Influential research papers, articles, stories, novels, essays, speeches, literary criticisms, dramas editorials and the like in newspapers/ magazines
- Written document /thesis/project that become pressing social issues / significant contributions to the community
- Education related books such as text books, work books, or children's books
- Educational content creation such as online courses, videos, podcasts
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

- **Books written**

Fiction, non-fiction, poems, memoirs, biographies and the like

With ISBN 2 marks each (limited to 14 marks), Without ISBN 1 mark each (limited to 6 marks) Max. 20 marks

- **Innovative lesson plans, educational resources, and articles on teaching methods**

Innovative lesson plans, 2 marks

Educational resources and 2 marks

Articles on teaching methods 2 marks

(2 marks each limited to 10 marks) Max. 10 marks

- **Influential published research papers/ standardised tools of research/articles/ stories/novels/ essays/ speeches/ literary criticisms/ dramas/ editorials and like in popular registered periodicals and dailies (2 marks each)**

(If it is an educational journal article with ISSN-2 Marks,

without ISSN-1 Mark)

(limited to 15 marks) Max. 15 marks

- **Written document /thesis/project that become pressing social issues / significant contributions to the community**

(5 marks each limited to 10 marks) Max. 10 marks

- **Education related books such as text books, work books, or children's books**

(2 marks each limited to 10 marks) Max. 10 marks

- **Educational content creation such as online courses, videos, podcasts, blog posts, website, you tube etc.**

(2 marks each limited to 10 marks)

Max. 10 marks

8. Award for the Most Committed Teacher Educator for Extension work

This prestigious award honours the tireless efforts of a remarkable teacher educator who has gone above and beyond the call of duty to make a profound impact on the lives of students, colleagues and the community through their extension work. It also acknowledges the innovative approach and exceptional leadership demonstrated by this exemplary educator.

This award has been sponsored by Dr T K Mathew, Former Principal of Titus II Teachers College, Thiruvalla and it comprises of a thoughtfully framed citation and a certificate.

The selection committee reviews the applications assessing the following capacities of the applicants:

- Involvement as Co-ordinator/Leader/ Convener / Mentor/Coach in extension activities conducted in and out of the institution
- Innovative extension work done which involves creativity
- Building partnership with local organisations and Collaboration work with different known agencies where the applicant has a significant role to play
- Number of community engagements conducted which significantly contributes to the betterment of community/institution
- Efforts made for diverse and inclusive people's advancement
- Taking leadership in professional development by offering workshops, coaching etc. for teachers, parents and community members
- Conducting research on community needs in collaboration with

community members

- Participating in curriculum development programmes that address community needs and developing educational resources and materials
- Developing and leading projects that address community issues such as
- literacy programmes, health education, environmental initiatives and the like
- Offering resource support and training for students, parents and families
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

- **Involvement as Co-ordinator/Leader/ Convener / Mentor/Coach in extension activities conducted in and out of the institution**
2 marks each (limited to 10 marks) Max. 10 marks
- **Innovative extension work done which involves creativity**
2 marks each (limited to 8 marks) Max. 8 marks
- **Building partnership with local organisations and Collaboration work with different known agencies**
where the applicant has a significant role to play –
2marks each (limited to 10 marks) Max. 10 marks
- **Number of community engagements conducted**
which significantly contributes to the betterment of community/institution-
2 marks each (limited to 10 marks) Max. 10 marks
- **Efforts made for diverse and inclusive**
people's advancement

1 mark each - limited to 5 marks

Max. 5 marks

- **Taking leadership in professional development**

by offering workshops, coaching etc.

for teachers, parents and community members

1 mark each (limited to 5 marks)

Max. 5 marks

- **Conducting research on community needs**

in collaboration with community members

5marks each limited to 10

Max 10 marks

- **Participating in curriculum development**

programmes that address community needs

and developing educational resources and

materials

2 marks each (limited to 6 marks)

Max 6 marks

- **Developing and leading projects that address** community issues such as

literacy programmes, health education, environmental initiatives

and the like

4 marks each (limited to 8 marks)

Max 8 marks

- **Offering resource support, and training**

for students, parents and families

1 mark each (limited to 3 marks)

Max 3 marks

9. Award for the Best Teacher Educator at DIET/ SCERT Level

Through this award we honour the remarkable contributions of a faculty who is in service either in the DIET or SCERT Kerala and shapes the future of education with a vision, creativity, and unwavering commitment.

This award has been sponsored by Dr C P Sreekantan Nair, Former Chairman CTEF Kerala under the Vijhan Trust.

The award comprises of a skilfully created citation which highlights the recipient's remarkable accomplishments in the concerned field and a certificate.

The recipient of this award should demonstrate prowess in

- Mentoring /teaching at D El Ed level (Years of experience)
- Administration (Years of experience)
- Research field (No. of projects /studies/theses / dissertations/ produced)
- Publishing books, journals and other materials as author, co-author, editor, peer reviewer (Number in each category)
- Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like /organising Training programmes in SCERT Kerala(for SCERT persons only) Number should be specified.
- Extension work/Confidential work/Community Involvement/Participation in Govtl / NonGovtl organisations
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

a. Total Marks : 75

The recipient of this award should demonstrate prowess in

- **Mentoring /teaching at D El Ed Level (Years of experience Eligibility**

At least 5 years of service in the level of teaching applied for DIET staff or 5 years service for SCERT staff

(Staff on deputation may also be considered)

5 years -1mark

6 to 10 years – 2marks

11 to 15 years – 3marks

16 to 20 years – 4marks

Above 20 - 5 marks Max 5 marks

- **Administration (Years of experience)**

Upto 5 yrs- 3 marks

Above 5 yrs -5 marks Max: 5 marks

- **Research field (research studies/ projects/served as Project head, Principal Investigator, convener, co-ordinator etc.,)**

For Research Studies – 2 marks each (limited to 10 marks)

For Group Research Projects - 1mark each (limited to 4 marks)

For Individual Research projects - 3 marks each (limited to 6 marks)

Limited to Max.20 marks

- **Publishing books, journals and other materials as author, co-author, editor**

Books with ISBN- 2 mark each (limited to 6 marks)

Books without ISBN – 1 mark each(limited to 2 marks)

Chapter in a book with ISBN-1 mark each (limited to 2 marks)

Chapter in a book without ISBN-1/2 mark each (limited to 1 mark)

Edited book with ISBN - 2 marks each (limited to 4 marks)

Edited book without ISBN - 1 mark each (limited to 1 mark)

Paper in journals with ISSN-1 mark each (limited to 2 marks)

Paper in journals without ISSN-1/2 mark each (limited to 1 mark)

Papers in UGC carelisted journal /Scopus index

2 marks each (limited to 6 marks)

Max.25 marks

- **Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like** (Number should be specified)

1 mark each (limited to 10 marks)

Max. 10marks

- **Extension work/Confidential work/Community Involvement/ Participation in Govtl / NonGovtl organisations**

1 mark each

Max.10 marks

10. Award for the Best Teacher Educator at TEI Level

Through this award we honour the remarkable contributions of a Teacher Educator who is in service either in the TTIs Kerala and shapes the future of students with a vision, creativity, and unwavering commitment.

This award has been sponsored by Dr V M Sasikumar, Patron, CTEF Southzone.

The award comprises of a skilfully created citation which highlights the recipient's remarkable accomplishments in the concerned field and a certificate.

The recipient of this award should demonstrate prowess in

- Mentoring /teaching at D.El. Ed level (Years of experience)
- Administration (Years of experience)

- Research field (No. of projects /theses / dissertations/ produced)
- Publishing books, journals and other materials as author, co-author, editor, peer reviewer (Number in each category)
- Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like (Number should be specified)
- Extension work/Confidential work/Community Involvement/Participation in Govtl / Non Govtl organisations
- Participation and involvement in CTEF Activities

The scores allotted for each component are as follows:

Total Marks : 75

The recipient of this award should demonstrate prowess in

- **Mentoring /teaching at D.El.Ed Level (Years of experience Eligibility -At least 5 years of service in the level of teaching applied for)**

5 years -1mark

6 to 10 years – 2marks

11 to 15 years – 3marks

16 to 20 years– 4marks

Above 20 -5 marks

Max 5 marks

- **Administration (Years of experience)**

Upto 5 yrs- 3 marks

Above 5 yrs -5 marks

Max: 5 marks

- **Research field (research studies/ projects/served as Project head, convener, co-ordinator etc.,**

For Research Studies – 2 marks each (limited to 10 marks)

For Group Research Projects - 1mark each (limited to 4 marks)

For Individual Research projects - 3 marks each

(limited to 6 marks)

Max.20 marks

- **Publishing books, journals and other materials as author, co-author, editor**

Books with ISBN- 2 mark each (limited to 6 marks)

Books without ISBN – 1 mark each(limited to 2 marks)

Chapter in a book with ISBN-1 mark each (limited to 2 marks)

Chapter in a book without ISBN-1/2 mark each (limited to 1 mark)

Edited book with ISBN - 2 marks each (limited to 4 marks)

Edited book without ISBN - 1 mark each (limited to 1 mark) Paper in

journals with ISSN-1 mark each (limited to 2 marks) Paper in journals

without ISSN-1/2 mark each (limited to 1 mark)

Papers in UGC carelisted journal /Scopus index

2 marks each (limited to 6 marks)

Max.25 marks

- **Serving as Convener / Coordinator/Organising secretary / Resource Person / Expert / Theme Paper Presenter / Keynote speaker/ Inaugurator/ Chief guest/ Paper presenter/ of the seminars, workshops, Conferences, symposiums and the like (Number should be specified)**

1 mark each (limited to 10 marks)

Max. 10marks

- **Extension work/Confidential work/Community Involvement/ Participation in Govtl / NonGovtl organisations**

1 mark each (limited to 10 marks)

Max. 10marks

11. Award for the Topper of B.Ed. Examination of the University of Kerala

The award for the topper is bestowed upon the B.Ed. Student in a college affiliated to the University of Kerala .This award serves as an inspiration to their peers and a testament to the quality of our education programme.

The award is sponsored by Prof.Jacob Mathew,Former Principal,Govt. College of Teacher Education, Thiruvananthapuram in memory of his parents.

The award comprises of a cash prize of Rs.2000/- and a certificate.

Academic Performance:

Overall Grade Point Average (GPA): The candidate with the highest cumulative GPA throughout the B.Ed. program in the University of Kerala will be considered the topper.

12. Award for the Topper of D.El.Ed. Examination in Thiruvananthapuram District

The award for the topper is bestowed upon the D.El.Ed.. Student in the DIET or any other ITEs in Thiruvananthapuram. .This award serve as an inspiration to their peers and a testament to the quality of our education program.

The award is sponsored by Dr Anu Krishnan, Principal of PTM College of Education, Maruthoorkonam, Thiruvananthapuram.

The award comprises of a cash prize of Rs 1000/- and a certificate.

Academic Performance:

Overall Grade Point Average (GPA): The candidate with the highest cumulative GPA throughout the D.El.Ed. program will be considered the topper.

13. Dr. N D Joshi Memorial Award for Institutional Excellence

This prestigious award honours the remarkable legacy of Dr N D Joshi, Former Faculty of University of Kerala, who was a visionary educator who selflessly devoted his life to work among the tribes in Kerala.

This award recognises Teacher Education institutions that advances in Academic excellence, Faculty excellence, Student development, Community engagement, Research and Innovation, Alumni success and Institutional management which fosters a culture of hard work, high standards and dedication for holistic growth of students studying in the institution.

Illuminating the legacy of Dr N D Joshi, this award has been sponsored by his Ph.D students, in gratitude for the light of knowledge he has kindled in their lives.

The award comprises of a meticulously designed Ever Rolling Trophy and a Certificate.

The award likely recognizes institutions that possesses :

Academic Excellence

- **High Academic Standards:** Maintain rigorous academic standards and consistently produce high-achieving graduates.
- **Curriculum Innovation:** Regularly update and innovate the curriculum to meet evolving educational needs and industry demands.
- **Faculty Excellence:** Employ a highly qualified and dedicated faculty committed to teaching, research, and student development.

Institutional Impact

- **Community Engagement:** Actively contribute to the local community through outreach programs, service initiatives, and partnerships.
- **Alumni Success:** Demonstrate a strong track record of alumni achievements and contributions to society.
- **Industry Partnerships:** Collaborate effectively with industry partners to provide students with relevant skills and opportunities.

Research and Innovation

- **Research Excellence:** Conduct cutting-edge research that contributes to knowledge and addresses societal challenges.
- **Innovation:** Foster a culture of innovation and encourage faculty and students to explore new ideas and develop innovative solutions.
- **Intellectual Property:** Protect and commercialize intellectual property generated through research and development.

Student Development

- **Holistic Development:** Promote the holistic development of students by offering a well-rounded education that includes extracurricular activities, leadership opportunities, and personal counseling.
- **Student Support Services:** Provide comprehensive student support services, such as academic advising, career counseling, and health services.
- **Inclusive Environment:** Create an inclusive and supportive learning environment that values diversity and respects individual differences.

Institutional Management

- **Effective Governance:** Have a strong and effective governance structure that ensures transparency, accountability, and ethical practices.
- **Financial Sustainability:** Demonstrate financial stability and responsible management of resources.

- **Infrastructure and Facilities:** Maintain adequate infrastructure and facilities to support teaching, learning, and research activities.

Important : The institutional applicants for this award should fill up **PART A** containing the Name of the Institution, Official address, Ph. No, email, website address etc. excluding the personal information. They can fill up the involvement in CTEF activities along with the following details. Send the hard copy of the entire document to the Gen Secretary CTEF along with Part A.

The scores allotted for each component are as follows:

Total Marks : 100

Academic Excellence (20 marks)

- **High Academic Standards:** Maintain rigorous academic standards and consistently produce high-achieving graduates.
- **Curriculum Innovation:** Regularly update and innovate the curriculum to meet evolving educational needs and industry demands.
- **Faculty Excellence:** Employ a highly qualified and dedicated faculty committed to teaching, research, and student development.

Institutional Impact(10 marks)

- **Community Engagement:** Actively contribute to the local community through outreach programs, service initiatives, and partnerships.
- **Alumni Success:** Demonstrate a strong track record of alumni achievements and contributions to society.
- **Industry Partnerships:** Collaborate effectively with industry partners to provide students with relevant skills and opportunities.

Research and Innovation(20 marks)

- **Research Excellence:** Conduct cutting-edge research that contributes to knowledge and addresses societal challenges.
- **Innovation:** Foster a culture of innovation and encourage faculty and students to explore new ideas and develop innovative solutions.

- **Intellectual Property:** Protect and commercialize intellectual property generated through research and development.

Student Development(20 marks)

- **Holistic Development:** Promote the holistic development of students by offering a well-rounded education that includes extracurricular activities, leadership opportunities, and personal counseling.
- **Student Support Services:** Provide comprehensive student support services, such as academic advising, career counseling, and health services.
- **Inclusive Environment:** Create an inclusive and supportive learning environment that values diversity and respects individual differences

Institutional Management(20 marks)

- **Effective Governance:** Have a strong and effective governance structure that ensures transparency, accountability, and ethical practices.
- **Financial Sustainability:** Demonstrate financial stability and responsible management of resources.
- **Infrastructure and Facilities:** Maintain adequate infrastructure and facilities to support teaching, learning, and research activities.

Duration of Institutional Membership and involvement in CTEF

Activities (10 marks)

CTEF Institutional Member for

3 years	2 marks
4 years up to 6 years	5 marks
above 6 years	8 marks

(Institutional Members who have conducted CTEF programmes in their institutions can receive an additional 2 marks subject to providing valid proof of their involvement.)

14. Prof. (Dr) N Vedamani Manuel Memorial Award for Best Paper Presenter

The award for the best research paper or theoretical contribution is a recognition of excellence in academic scholarship. Our presentation competition has showcased the exceptional talent and innovative ideas of our participants.

The award comprises of a cash prize of Rs 2000/-and a certificate.

The selection process is based on a rigorous evaluation of the following criteria:

Maximum marks: 100

Content and Clarity (30 Marks)

- **Originality:** The paper presents a novel and original contribution to the field.
- **Relevance:** The research is relevant to the conference theme and addresses a significant research question.
- **Clarity:** The presentation is clear, well-organized, and easy to follow.
- **Depth:** The paper demonstrates a deep understanding of the subject matter.
- **Quality of written paper:** The paper submitted(hard copy) should be with proper steps of a topic of research.

Presentation Skills (30 Marks)

- **Engagement:** The presenter engages the audience and maintains their interest.
- **Delivery:** The presenter delivers the presentation confidently and effectively.
- **Visual Aids:** Appropriate use of visual aids (e.g., slides, diagrams) enhances the presentation.
- **Q&A:** The presenter is able to answer questions effectively and thoughtfully.

Impact and Significance (10 Marks)

- **Significance:** The research has potential to make a significant impact in the field.
- **Implications:** The presenter effectively discusses the implications of the research findings.

Research Methodology (20marks)

- **Rigor:** The research methodology is sound and rigorous.
- **Validity:** The research findings are valid and reliable.

Overall Impression(10 marks)

- **Professionalism:** The presenter exhibits professionalism and respect for the audience.
- **Adherence to Time:** The presentation is delivered within the allotted time.

15.Dr. Sudheesh Memorial Award for Innovative Research Paper Presenter

The award for the best research paper is a recognition of excellence in academic research and presentation. The paper presentation competition showcases the exceptional talent and innovative ideas of the candidates who are participating in the competition.

The award is sponsored by Prof.(Dr) Bindhu C.M., Dept of Education, University of Calicut in the fond memory her husband Dr Sudheesh Kumar P K, Former Faculty member, Department of Education, Calicut University.

The award comprises of a cash prize of Rs 2000/-, and a certificate.

The selection process is based on a rigorous evaluation of the following criteria:

Maximum marks: 100

Content and Clarity (30 Marks)

- **Originality:** The paper presents a novel and original contribution to the field.
- **Relevance:** The research is relevant to the conference theme and addresses a significant research question.
- **Clarity:** The presentation is clear, well-organized, and easy to follow.
- **Depth:** The paper demonstrates a deep understanding of the subject matter.
- **Quality of written paper:** The paper submitted(hard copy) should be with proper steps of a topic of research.

Presentation Skills (30 Marks)

- **Engagement:** The presenter engages the audience and maintains their interest.
- **Delivery:** The presenter delivers the presentation confidently and effectively.
- **Visual Aids:** Appropriate use of visual aids (e.g., slides, diagrams) enhances the presentation.
- **Q&A:** The presenter is able to answer questions effectively and thoughtfully.

Impact and Significance (10 Marks)

- **Significance:** The research has potential to make a significant impact in the field.
- **Implications:** The presenter effectively discusses the implications of the research findings.

Research Methodology (20marks)

- **Rigor:** The research methodology is sound and rigorous.

- **Validity:** The research findings are valid and reliable.

Overall Impression(10 marks)

- **Professionalism:** The presenter exhibits professionalism and respect for the audience.
 - **Adherence to Time:** The presentation is delivered within the allotted time.
-

