APPENDICES
APPENDIX I
UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION
STRESS INVENTORY FOR HEADMASTERS (Draft)

Abdul Kader Parambat

Dr. C. Naseema

Instructions

1. Read the statements given below and mark (√) against the corresponding number in the Response sheet under the category 'Always', 'Sometimes' and 'Never' which you think describes you best.

2. Be frank in your answers. Your answers will be kept strictly confidential and will be used for research purpose only.

Statements:

1. √ I can do my work energetically even when the work load is higher.
2. I feel that my efforts are being considered valuable by others.
3. I can create an enthusiastic atmosphere with my students.
4. Attending family problems disturbs my job.
5. I experience head-ache or pain in my head.
6. I am satisfied in the opportunities to utilise my potentiality in my job.
7. I feel excitement in doing job by interacting more with my students.
8. I feel satisfied in my job.
9. × Sometimes I experience indigestion or vomiting.
10. I feel that my work load is heavy.
11. I feel that I have accomplished many worthwhile things in life by this job.
12. I am satisfied in the promotion scope of my job.
13. I feel tiredness or exhaustion without any reason.
14. I feel that my present job does not suit to my qualifications.
15. I feel students blame me for some of their problems.
16. I am satisfied in my job security.
17. I experience a tendency to eat and drink unusually.
18. I used to think very deeply before any action.
19. I feel my colleagues blame me for some of their problems.
20. I am satisfied in the scope for personal growth in my job.
21. I feel to smoke excessively.
22. I feel anxiety about the defects in some of my actions and decisions.
23. I am satisfied in the inter communication in my school.
24. I feel satisfied in the supervision by authorities from education department.
25. I experience less sexual interest.
26. I feel disappointment and worry without any reason.
27. My relationships with my colleagues are warm.
28. I feel satisfied in the cooperation provided by authorities from the educational department.
29. I feel dizziness always.
30. I am able to think and act normally whenever I face difficult situations.
31. I am satisfied with the public image of my school.
32. I feel satisfaction in the changes and innovations that are being introduced in the school.
33. I feel decrease in appetite.
34. Whenever I commit mistakes in my activities I loose confidence and become unable to continue it.
35. I feel satisfied in the psychological environment of my school.
36. I am confident that I can settle the disputes in my school.
37. I feel my muscles pulsuating.
38. When I am involved in important activities it may get disturbed by silly interruptions.
39. I can deal with the problems of my students and colleagues effectively.
40. I am satisfied in the capacity of my job to attain my aspiration and ambitions.
41. I experience sudden pain in different parts of my body.
42. I feel regretful of some of my past decision and actions.
43. I feel worried when friends and colleagues isolates me.
44. I am satisfied in the flexibility and freedom that I get in my job.
45. I feel a tendency not to get up in the morning.
46. I feel that I am a hot tempered person.
47. I can identify and solve the problems in my house and school.
48. I am satisfied in my salary rates.
49. I feel sweating and increased heart beat.
50. I can frankly and undoubtedly express my opinions.
51. I feel my job makes me emotionally rough.
52. I feel satisfaction in the infrastructure of my school.
53. I can sleep well usually.
54. I feel that I treat my colleagues with partiality.
55. There were occasions in my professional life when I feel it is difficult to live due to disappointment.
56. I am able to deal emotional problems calmly.
57. I feel that I am not giving enough care and love to my spouse and children because of my workload.
58. I feel less confidence in my ability and skills associated with my job.
59. Working among people causes mental strain for me.
60. I feel disturbed by the caste system prevailing in society.
61. I experience mental tension during this job.
62. I am satisfied with the nature of my work.
63. In friendly talks with my colleagues my familial problems also get mentioned.
64. I feel much disturbed during my work due to the heavy work load.
65. I am satisfied with my capacity to take decisions.
66. I feel that my job is a hindrance for getting enough love and care from my spouse.
67. I feel disturbed by frequent transfers.
68. I feel that I am not getting enough respect from my family members even though I am making money from my job.
69. I am able to inspire my colleagues through my work.
APPENDIX II
UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION
STRESS INVENTORY FOR HEADMASTERS

Abdul Kader Parambat
Dr. C. Naseema

Instructions

1. Read the statements given below and mark (✓) against the corresponding number in the Response sheet under the category 'Always', 'Sometimes' and 'Never' which you think describes you best.

2. Be frank in your answers. Your answers will be kept strictly confidential and will be used for research purpose only.

Statements:

1. There were occasions in my professional life when I feel it is difficult to live due to disappointment.

2. I am satisfied in my job security.

3. I am satisfied in my salary rates.

4. I feel my job makes me emotionally rough.

5. I feel a tendency not to get up in the morning.

6. I feel satisfied in my job.

7. I can create an enthusiastic atmosphere with my students.

8. I feel less confidence in my ability and skills associated with my job.

9. I am able to inspire my colleagues through my work.

10. I feel much disturbed during my work due to the heavy work load.

11. I am satisfied with the nature of my work.

12. I feel that I have accomplished many worthwhile things in life by this job.

13. I am satisfied with my capacity to take decisions.

14. I am able to deal emotional problems calmly.

15. I feel that I am not giving enough care and love to my spouse and children because of my workload.

16. I can sleep well usually.

17. I feel worried when friends and colleagues isolates me.

18. I can deal with the problems of my students and colleagues effectively.

19. I feel sweating and increased heart beat.

20. I am satisfied in the flexibility and freedom that I get in my job.
21. I feel that my job is a hindrance for getting enough love and care from my spouse.
22. I feel that my work load is heavy.
23. I am confident that I can settle the disputes in my school.
24. I feel that my present job does not suit to my qualifications.
25. I am satisfied with the public image of my school.
26. I feel that I am a hot tempered person.
27. I feel that my efforts are being considered valuable by others.
28. I feel anxiety about the defects in some of my actions and decisions.
29. Whenever I commit mistakes in my activities I lose confidence and become unable to continue it.
30. I experience mental tension during this job.
31. I feel satisfied in the cooperation provided by authorities from the educational department.
32. I experience a tendency to eat and drink unusually.
33. I feel satisfaction in the infrastructure of my school.
34. I experience less sexual interest.
35. I feel satisfied in the psychological environment of my school.
36. I can do my work energetically even the work load is higher.
37. I am satisfied in the inter communication in my school.
38. I am satisfied in the capacity of my job to attain my aspiration and ambitions.
39. I experience sudden pain in different parts of my body.
40. My relationships with my colleagues are warm.
41. I am satisfied in the promotion scope of my job.
42. I feel decrease in appetite.
43. In friendly talks with my colleagues my familial problems also get mentioned.
44. I feel disturbed by frequent transfers.
45. I experience head-ache or pain in my head.
46. I can identify and solve the problems in my house and school.
47. When I am involved in important activities it may get disturbed by silly interruptions.
48. I feel satisfied in the supervision by authorities from education department.
49. I am able to think and act normally whenever I face difficult situations.
50. I feel tiredness or exhaustion without any reason.
1. Name of school:

2. Locality of the school: Grama
   Panchayath/Municipality/Corporation

3. Revenue district:

4. Management category: Private / Government

5. Age of the teacher:

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6. Sex: Male/Female

7. Educational qualifications:
   Undergraduate
   Graduate/Postgraduate

8. Total teaching experience:

9. Marital status: Married/Single

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APPENDIX IV
UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION
PROFESSIONAL EFFICIENCY RATING SCALE FOR
HEADMASTERS (Draft)

Abdul Kader Parambat                      Dr. C. Naseema

Instructions
1. Read the statements given below and mark (✓) against the corresponding number in the Response sheet under the category ‘Always’, ‘Sometimes’ and ‘Never’ which you think describes you best.
2. Be frank in your answers. Your answers will be kept strictly confidential and will be used for research purpose only.

Statements
1. I evaluate the functions and goals of the school.
2. I study and interpret the social trends that demand curricular change.
3. I define the role and responsibilities of each of the employees.
4. I assess and analyse the value orientation of the students.
5. I utilise the services of the advisory councils and representatives of the public for analysing the goals and functions of the school.
6. I have full confidence in the subjects that I teach.
7. I wait patiently for the result of my work.
8. I identify and analyse programmes for attaining objectives of the school.
9. I consider the general needs of the students, in the instructional programmes.
10. I introduce the new staff to students, to other members of staff and to the community.
11. I review the goals and objectives of the school as an institution.
12. I assess the perception of the public about the needs and scope for the improvement of the school.
13. I always try to increase my knowledge.
14. I consider all my colleagues as equals.
15. I maintain catalogues of instruments and other equipment available in the school.
16. I integrate the goals of the school with needs of the learners.
17. I assign duties to the new staff so as to optimise the goals of the school.
18. I assure the involvement of students while making decisions, regarding various programs in the school.
19. I actively participate in social activities.
20. I treat all my students without partiality.
21. My higher authorities appreciate suggestions put forward by me.
22. I prepare a budget after deciding priority of needs for each programme.
23. I assess whether the curricular activities are adequate enough in meeting the needs and objectives of the learners.
24. I assign duties to experienced teachers so as to fulfill the goals of the school.
25. I supervise the planning, resource mobilisation and evaluation etc. of the co-curricular activities of the school.
26. I work in social organisations.
27. I gladly accept my mistakes pointed out by my students.
28. I do not speak about my colleagues insultingly in the presence of others.
29. I approve the list of requirements of the instruments and other equipment for the school after evaluation.
30. I examine activities that improve instructional programmes.
31. I improve the efficiency of the staff by class observations and discussions with them.
32. I give support to the efficient functioning of the school parliament.
33. I emphasize to my students and teachers about their role in the society.
34. I prepare my lesson plans punctually.
35. I am in favour of giving freedom to my colleagues in their work.
36. I foresee the resource needs of the school for the coming years.
37. I allocate duties to my colleagues so as to attain the instructional goals.
38. I give guidance to each of the staff for improvement in particular areas of his interest.
39. I make proper arrangements for giving information to the students about matters concerning them.
40. I timely inform parents and colleagues the matters that are to be informed them.
41. I use proper teaching methods suitable for each class.
42. I postpone some activities for taking appropriate action at a suitable time.
43. I participate in the planning of new construction works for increasing instructional facilities.
44. I acquire and distribute essential instruments and other equipment for the attainment of instructional goals.
45. I evaluate the results of the inservice training programmes for teachers conducted by different agencies.
46. I create opportunity for discussion by parents and teachers about matters concerning the students.
47. I organise novel schemes and programmes for utilisation of the community resources.
48. I check the note books of my students.
49. I overcome the challenges against my leadership.
50. I systematically arrange the tasks that are to be completed.
51. I encourage the most appropriate teaching methods.
52. I evaluate the activities of the member of the staff.
53. In policy making for the promotion and grading of the students I involves along with my colleagues.
54. I take proper steps for the effective functioning of the Parent Teacher Association.
55. As a teacher I have respect for my job.
56. I try to acquire the latest knowledge and skills about school administration.
57. I evaluate the needs of the learners that are useful to the school and the community.
58. I explain the changes in instructional methods to parents and community.
59. I analyse the value orientations of the staff.
60. I organise programmes for promoting understanding and co-operation among students and teachers.
61. I use proper teaching aids in my class.
62. I analyse my value orientation.
63. I examine the techniques used for evaluation process and give necessary directions to the staff.
64. I give opportunities to my colleagues to know what I am expecting from them.
65. I feel happiness in utilising my time and energy for the goodness of my students.
66. I take decision based on specific evaluation of the data.
67. I organise and analyse the data of the outcomes and changes of the instructional programme given to the learners.
68. I give full freedom to my colleagues for the performance of their tasks.
69. I have no hesitation in asking my colleagues about the things that I do not know.
70. I study and understand the legislations and court decisions regarding school administration.
71. I collect and analyse the data connected with learning activities.
72. I allow my colleagues to utilise their own evaluations for solving common problems.
73. I consider my colleagues as my friends.
74. I select and recommend the most effective learning activities.
75. I encourage the programmes suggested by my colleagues.
76. I take initiative to solve the conflicts among my colleagues.
77. I succeed in making my higher authorities to take necessary decisions for the welfare of my colleagues.
78. I consider the individual well-being of my colleagues.
79. I instruct my colleagues to follow the rules and regulations.
80. I ensure that my colleagues are doing their work.
APPENDIX V
UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION
PROFESSIONAL EFFICIENCY RATING SCALE FOR HEADMASTERS

Abdul Kader Parambat          Dr. C. Naseema

Instructions

1. Read the statements given below and mark (✓) against the corresponding number in the Response sheet under the category ‘Always’, ‘Sometimes’ and ‘Never’ which you think describes you best.

2. Be frank in your answers. Your answers will be kept strictly confidential and will be used for research purpose only.

Statements

1. I identify and analyse programmes for attaining objectives of the school.

2. I organise novel schemes and programmes for utilisation of the community resources.

3. I utilise the services of the advisory councils and representatives of the public for analysing the goals and functions of the school.

4. I feel happiness in utilising my time and energy for the goodness of my students.

5. I ensure that my colleagues are doing their work.

6. I evaluate the activities of the members of the staff.

7. I take decision based on specific evaluation of the data.

8. I assess whether the curricular activities are adequate enough in meeting the needs and objectives of the learners.

9. I evaluate the functions and goals of the school.

10. I assure the involvement of students while making decisions, regarding various programs in the school.

11. I consider the general needs of the students in the instructional programmes.

12. I examine activities that improve instructional programmes.

13. I always try to increase my knowledge.

14. I systematically arrange the tasks that are to be completed.

15. I foresee the resource needs of the school for the coming years.
16. I emphasize to my students and teachers about their role in the society.
17. I acquire and distribute essential instruments and other equipment for the attainment of instructional goals.
18. I assess and analyse the value orientation of the students.
19. I encourage the most appropriate teaching methods.
20. I maintain catalogues of instruments and other equipment available in the school.
21. I integrate the goals of the school with needs of the learners.
22. I assess the perception of the public about the needs and scope for the improvement of the school.
23. I create opportunity for discussion by parents and teachers about the matters concerning the students.
24. I define the role and responsibilities of each of the employees.
25. I evaluate the results of the inservice training programmes for teachers conducted by different agencies.
26. I wait patiently for the result of my work.
27. I examine the techniques used for evaluation process and give necessary directions to the staff.
28. I explain the changes in instructional methods to parents and community.
29. I evaluate the needs of the learners that are useful to the school and the community.
30. I participate in the planning of new construction works for increasing instructional facilities.
31. I select and recommend the most effective learning activities.
32. I organize and analyse the data of the outcomes and changes of the instructional programme given to the learners.
33. I use proper teaching methods suitable for each class.
34. I allocate duties to my colleagues so as to attain the instructional goals.
35. I improve the efficiency of the staff by class observations and discussions with them.
36. I give guidance to each of the staff for improvement in particular areas of his interest.
37. I make proper arrangements for giving information to the students about matters concerning them.
38. I prepare my lesson plans punctually.
39. I encourage the programmes suggested by my colleagues.
40. I study and understand the legislations and court decisions regarding school administration.
41. I collect and analyse the data connected with learning activities.
42. I use proper teaching aids in my class.
43. I try to acquire the latest knowledge and skills about school administration.
44. I assign duties to the new staff so as to optimise the goals of the school.
45. I take proper steps for the effective functioning of the Parent Teacher Association.
46. I supervise the planning, resource mobilisation and evaluation etc. of the co-curricular activities of the school.
47. I timely inform parents and colleagues the matters that are to be informed them.
48. I give support to the efficient functioning of the school parliament.
49. I introduce the new staff to students, to other members of staff and to the community.
50. I organise programmes for promoting understanding and co-operation among students and teachers.
51. I check the note books of my students.
52. I review the goals and objectives of the school as an institution.
53. I postpone some activities for taking appropriate action at suitable time.
54. I overcome the challenges against my leadership.
55. My higher authorities appreciate suggestions put forward by me.
56. I study and interpret the social trends that demand curricular change.
57. I instruct my colleagues to follow the rules and regulations.
58. I give opportunities to my colleagues to know what I am expecting from them.
59. I give full freedom to my colleagues for the performance of their tasks.
60. I approve the list of requirements of the instruments and other equipment for the school after evaluation.
Appendix VI
UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION

PROFESSIONAL EFFICIENCY RATING SCALE FOR HEADMASTERS
Response Sheet

1. Name of school:

6. Sex : Male/Female

6. Locality of the School: Grama

7. Educational Qualifications:

Panchayath/Municipality/Corporation

Undergraduate
Graduate/Postgraduate

7. Revenue District:

8. Total Teaching Experience:

8. Management Category: Private / Government

9. Age of the Teacher :

9. Marital Status : Married/Single

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APPENDIX VII

UNIVERSITY OF CALICUT
DEPARTMENT OF EDUCATION
PROFESSIONAL EFFICIENCY RATING
SCALE FOR HEADS OF SCHOOLS BY TEACHERS

Abdul Kader Parambat
Dr. C. Naseema

Instructions

1. Read the statements given below and mark (✓) against the corresponding number in the Response sheet under the category ‘Always’ , ‘Sometimes’ and ‘Never’ which you think describes your headmaster best.

2. Be frank in your answers. Your answers will be kept strictly confidential and will be used for research purpose only.

Statements

1. My headmaster identifies and analyses programmes for attaining objectives of the school.

2. My headmaster organises novel schemes and programmes for utilisation of the community resources.

3. My headmaster utilises the services of the advisory councils and representatives of the public for analysing the goals and functions of the school.

4. My headmaster feels happiness in utilising his time and energy for the goodness of his students.

5. My headmaster ensures that his colleagues are doing their work.

6. My headmaster evaluate the activities of the members of the staff

7. My headmaster takes decision based on specific evaluation of the data.

8. My headmaster assesses whether the curricular activities are adequate enough in meeting the needs and objectives of the learners.

9. My headmaster evaluates the functions and goals of the school.

10. My headmaster assures the involvement of students while making decisions, regarding various programs in the school.

11. My headmaster considers the general needs of the students in the instructional programmes.

12. My headmaster examines activities that improve instructional programmes.

13. My headmaster always tries to increase his knowledge.

14. My headmaster systematically arranges the tasks that are to be completed.

15. My headmaster foresees the resource needs of the school for the coming years.
16. My headmaster emphasises to his students and teachers about their role in the society.

17. My headmaster acquires and distributes essential instruments and other equipment for the attainment of instructional goals.

18. My headmaster assesses and analyses the value orientation of the students.

19. My headmaster encourages the most appropriate teaching methods.

20. My headmaster maintains catalogues of instruments and other equipment available in the school.

21. My headmaster integrates the goals of the school with the needs of the learners.

22. My headmaster assesses the perceptions of the public about the needs and scope for the improvement of the school.

23. My headmaster creates opportunity for discussion by parents and teachers about the matters concerning the students.

24. My headmaster defines the roles and responsibilities of each of the employees.

25. My headmaster evaluates the results of the inservice training programmes for teachers conducted by different agencies.

26. My headmaster waits patiently for the result of his work.

27. My headmaster examines the techniques used for evaluation process and gives necessary directions to the staff.

28. My headmaster explains the changes in instructional methods to parents and community.

29. My headmaster evaluates the needs of the learners that are useful to the school and the community.

30. My headmaster participates in the planning of new construction works for increasing instructional facilities.

31. My headmaster selects and recommends the most effective learning activities.

32. My headmaster organises and analyses the data of the outcomes and changes of the instructional programme given to the learners.

33. My headmaster uses proper teaching methods suitable for each class.

34. My headmaster allocates duties to my colleagues so as to attain the instructional goals.

35. My headmaster improves the efficiency of the staff by class observations and discussions with them.

36. My headmaster gives guidance to each of the staff for improvement in particular areas of his interest.

37. My headmaster makes proper arrangements for giving information to the students about matters concerning them.

38. My headmaster prepares his lesson plans punctually.

39. My headmaster encourages the programmes suggested by his colleagues.
40. My headmaster studies and understands the legislations and court decisions regarding school administration.
41. My headmaster collects and analyses the data connected with learning activities.
42. My headmaster uses proper teaching aids in his class.
43. My headmaster tries to acquire the latest knowledge and skills about school administration.
44. My headmaster assigns duties to the new staff so as to optimise the goals of the school.
45. My headmaster takes proper steps for the effective functioning of the Parent Teacher Association.
46. My headmaster supervises the planning, resource mobilisation and evaluation etc. of the co-curricular activities of the school.
47. My headmaster timely informs parents and colleagues the matters that are to be informed them.
48. My headmaster gives support to the efficient functioning of the school parliament.
49. My headmaster introduces the new staff to students, to other members of staff and to the community.
50. My headmaster organises programmes for promoting understanding and cooperation among students and teachers.
51. My headmaster checks the note books of his students.
52. My headmaster reviews the goals and objectives of the school as an institution.
53. My headmaster postpones some activities for taking appropriate action at a suitable time.
54. My headmaster overcomes the challenges against his leadership.
55. The higher authorities appreciate suggestions put forward by my headmaster.
56. My headmaster studies and interprets the social trends that demand curricular change.
57. My headmaster instructs his colleagues to follow the rules and regulations.
58. My headmaster gives opportunities to his colleagues to know what he is expecting from them.
59. My headmaster gives full freedom to his colleagues for the performance of their tasks.
60. My headmaster approves the list of requirements of the instruments and other equipment for the school after evaluation.
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