

**STRICTLY CONFIDENTIAL**

**FACULTY INFORMATION FORM 2015-2016**

**Period of review: 1 January to 31 December 2015**

Name of Staff Member

Job Title and Affiliations

Department

Interruptions in Service (if applicable, state dates and nature of interruption, e.g. maternity leave, adoption leave, substantial paternity leave, shared parental leave, secondment or special leave buyout)

**Statement of academic activities and contribution for the preceding calendar year**

*Note: the information stated should not usually exceed* ***three*** *pages. Staff may wish to refer to the* [*role profile*](http://www.lse.ac.uk/intranet/staff/humanResources/reviewingAndRewarding/newAcademicCareerStructure/roleProfiles.aspx) *relevant to their role (e.g., Associate Professor or Professor) for further information on what will be taken into account as part of the annual performance review.*

1. **Education – Teaching and Learning**: courses taught (with numbers and contact hours); evidence of teaching innovation; new course proposals; PhDs supervised and examined; and other comments. 1 January – 31 December 2015 only.
2. **Research**: The School recognises that research performance cannot be assessed on the basis of one year alone. Colleagues are encouraged to list publications in 2013 and 2014 as well as 2015. Colleagues might also want to provide evidence of longer term research productivity and impact in the form of citation counts to their body of publications. In this case, their total citation count and their h-index from **each** of the following three widely recognised sources must be stated: Google Scholar, SSCI (Web of Science) and Scopus. Please note publications currently in development, in press or already published; external funding: grants applied for, received and ongoing; evidence of research leadership; knowledge exchange and impact activities; and any other comments.
3. **Service/Citizenship**: to the Department; to the School; to the profession; to the community; any other comments. 1 January – 31 December 2015 only.

Staff Member’s Electronic Signature: Date:

**This form should be forwarded to HR.APR@lse.ac.uk by no later than 12 February 2016. For any queries, please do not hesitate to contact Human Resources**

**(email: HR.APR@lse.ac.uk).**