

1. Details of the Teacher/ Academic :

Name & Date of Birth :	Dr. Anjana (01.10.1980)
Date of Joining in IGNOU:	20.05.2011
Current Designation :	Assistant Regional Director (Senior Scale)
Pay Scale as on date :	87300
Qualifications :	M.Sc. (Environmental Botany) Ph.D. (Botany) Post Graduate Diploma in Distance Education (PGDDE)

2. Honour/Award/Fellowship/membership of Professional body/ Statutory body (internal/ external) received by the Teacher/ Academic:

Name of the recipient	Honour /Award/ Fellowship name	Agency name /Name of statutory body/ institution/ Apex body	Period
Dr. Anjana	Hakeem Abdul Majeed Merit Scholarship	Jamia Hamdard, New Delhi	2002-2003
Dr. Anjana	Junior Research Fellowship	Council of Scientific and Industrial Research (CSIR)	July 1, 2003 to June 30, 2006
Dr. Anjana	Senior Research Fellowship	Council of Scientific and Industrial Research (CSIR)	July 1, 2006 to June 30, 2008
Dr. Anjana	Research Associateship	Council of Scientific and Industrial Research (CSIR)	April 1, 2011 to May 19, 2011
Dr. Anjana	Indian Journal of Plant Physiology	Society of Plant Physiology	Life Member
Dr. Anjana	Indian Nitrogen Group	Indian Nitrogen Group	Life Member
Dr. Anjana	ISEB	International Society of Environmental Botanists	Life Member

3. Books/Book Chapter:

- Co-author/co-editor if any, title, place of publication, publisher, Year, page (no) s, ISBN N

SNo.	Name of Author1/ Editor 1, & Co-author (s) / Co-editor (s) (if any)	Title of chapter /book	Place of publication	Publisher	Year	Total Pages	ISBN No.
1	Umar, S., Anjana and Iqbal,	Potassium fertilizat	Agra	Allied Publishers Pvt. Ltd.	2003	3 (494-496)	8177645 021

	M	ion – A substitute to pesticide application in field crops. In: Proceedings of National Symposium on Biochemical Sciences, Health and Environmental Aspects (ed. Prakash, S.)					
2	Anjana, Umar S. and Iqbal M	Factors responsible for nitrate accumulation: A review. In: Sustainable Agriculture, eds. E. Lichtfouse et al.	France	Springer	2009	17 (533-549)	9789048126651
3	Umar S, Anjana and Iqbal M	Interactive effects of potassium and nitrogen nutrition	New Delhi	New India Publishing Agency	2011	31 (125-155)	9380235739

		on physiological use efficiency of nitrogen and crop yield. In: Nitrogen Use Efficiency in Plants, V. Jain and P. A. Kumar (eds.).					
4.	Umar S., Anjana, Anjum N. A., Khan N.A.	Nitrate management approaches in leafy vegetables. In: Nitrate in Leafy vegetables: Toxicity and safety measures, Shahid Umar, Naser A. Anjum and Nafees A. Khan (eds).	New Delhi	I.K. International	2013	16 (166-181)	9382332219
5	Anjana and Kumari, S.	Accessibility of Learners to	Khanna, Punjab	IGNOU Regional Centre, Khanna	2018	399	978-93-5300-892-5

		Higher Education through ODL in the regional of Punjab					
6	Anjana	Nitrogen use efficiency in wheat and spinach	Mauritius	Lambert Academic Publishing	2018	204	978-613-9-87478-1
7	Anjana	Technology for Efficient learner support services in Distance Education: Experiences from Developing Countries	Singapore	Springer Nature	2018	275	978-981-13-2299-0

4. Research Articles/Publications:

SNo.	Author/ Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No
1	Anjana, Umar, S. and Iqbal, M	Functional and structural changes associated with cadmium in mustard plant: Effect of applied	Communications in Soil Science and Plant Analysis	37	1205-1217	2006	00103624

		sulphur					
2	Anjana, Umar, S., Iqbal, M. and Abrol, Y.P.	Are nitrate concentrations in leafy vegetables within safe limits?	Current Science	92	355-360	2007	00113891
3	Anjana, Umar, S. and Iqbal, M	Identification of characteristics affecting nitrogen utilization efficiencies in wheat cultivars.	Archives of Agronomy and Soil Science	53(4)	459-472	2007	03650340
4	Anjana, Umar, S. and Iqbal, M	Nitrate accumulation in plants, factors affecting the process, and human health implications, A review	Agronomy for Sustainable Development	26	45-57	2007	17740746
5	Anjana and Umar S	Nitrate intake by humans through leafy vegetables.	Current Science	94 (11)	1470	2008	00113891
6	Anjana, Umar S and Iqbal M	Effect of Applied Potassium in Increasing the potential for Nitrogen Assimilation in Spinach (<i>Spinacia oleracea</i> L.)	e-ifc (IPI)	20	8-10	2009	16626656
7	Anjana, Umar S, Iqbal M and Abrol Y P	Modulation of nitrogen utilization efficiency in wheat (<i>Triticum aestivum</i> L.) genotypes differing in nitrate	Journal of Plant Nutrition	34	920 - 933	2011	01904167

		reductase activity					
8	Kumari, S. and Anjana	Distance Teacher Education and the challenges of 21 st century	MIER Journal of Educational Studies, Trends and Practices	8 (1)	83-101	2018	09768203
9	Anjana and Umar S	Nitrogenous Fertilizers – Boon or Bane?	SDRP Journal of Plant Science	2 (2)	1-9	2018	2573-7988
10	Anjana and Kumari, S.	Number of MOOCs by Developing Countries: Where does India stand?	University News	56 (22)	20-27	2018	0566-2257

5. Policy Documents Reports/ Mimeos:

SNo.	Title	Institution/ Agency	Year
1.	Annual Reports	IGNOU Regional Centre, Khanna	2011-2017
2.	Profiles	IGNOU Regional Centre, Khanna	2011-2017
2.	Profile	IGNOU Regional Centre, Noida	2018

6. Book Review published :

SNo.	Author/ Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No

7. Presentation/Invited talk/Chair in National or International Seminar/Conference/ Workshops (Please do not mention if it is only participation without presentation)

Sno.	Author/ Co author (if any)	Title of presentation, /Talk/Lecture	Name Organizing institute	Conference	City	Date and Year
1	Umar, S.,	Potassium fertilization –	Dayalbagh Educational	National Symposium on	Agra	October 1-3, 2003

	Anjana and Iqbal, M.	A substitute to pesticide application in field crops	Institute	Biochemical Sciences, Health and Environmental Aspects		
2	Umar, S., Anjana and Iqbal, M.	Genotypic differences in energy harvesting efficiency of peanut crop: effect of moisture stress and applied K	Jamia Hamdard	National Symposium on Plant Biology and Biodiversity in Changing Environment	New Delhi	December 29-31, 2003
3.	Anjana, Gauba, N., Anjum, N.A. and Umar, S	Effect of initial and applied K on potassium concentration in wheat	Jamia Hamdard	National Symposium on Plant Biology and Biodiversity in Changing Environment	New Delhi	December 29-31, 2003
4.	Anjana, Ahmad, A. and Umar, S	Nitrogen and environment: An overview	Jamia Hamdard	National Symposium on Plant Biology and Biodiversity in Changing Environment	New Delhi	December 29-31, 2003
5.	Gauba, N., Anjana, Umar, S., Siddiqi, T.O. and Iqbal, M	Genetic variability of <i>Lepidium sativum</i> L. in relation to nitrate toxicity: Effect of applied potassium	Jamia Hamdard	International Conference on Unani Medicine	New Delhi	February 8-11, 2005
6.	Anjana, Umar, S., Iqbal, M. and Abrol, Y.P.	Are nitrate concentrations in leafy vegetables within safe limits?	Indian National Science Academy	Workshop of Nitrogen in Environment, Industry and Agriculture	New Delhi	March 16-17, 2006
7.	Anjana, Umar, S. and Iqbal, M	Modulation of nitrogen utilization efficiency in wheat genotypes differing in	Indian Nitrogen Group, Society for Conservation of Nature and International	5 th International Nitrogen Conference	New Delhi	Dec 3-7, 2010

		nitrate reductase activity	Nitrogen Initiative			
8.	Anjana, Umar, S. Iqbal, M. and Abrol, Y. P. 2010	Nitrate concentrations in Indian leafy vegetables	Indian Nitrogen Group, Society for Conservation of Nature and International Nitrogen Initiative	5 th International Nitrogen Conference	New Delhi	Dec 3-7, 2010
9.	Anjana, Umar, S. and Iqbal, M	Effect of applied potassium on the nitrogen assimilation potential of spinach	Indian Nitrogen Group, Society for Conservation of Nature and International Nitrogen Initiative	5 th International Nitrogen Conference	New Delhi	Dec 3-7, 2010
10.	Anjana and Umar, S	Identification of the Effect of K and N interaction on nitrogen metabolizing enzymes in HNR and LNR genotypes of wheat	Sardar Vallabhbhai Patel University of Agriculture and Technology	National symposium On Advances in Biotechnological Research in Agri-Horticultural Crops for Sustaining Productivity, Quality Improvement & Food Security	Meerut	September 14-16, 2012
11.	Anjana and Umar, S	Nitrate contribution through leafy vegetables and human health	National Environmental Science Academy	International Conference on Environment and Human Health	New Delhi	November 28-29, 2012
12.	Anjana and Kumari, S	A comparative study of MOOCs by developing countries: Special reference to India	Regional Services Division, IGNOU	National Seminar on ICT Support for Inclusive Digital Learning	New Delhi	April 21-22, 2017
13.	Anjana	Mobile	Regional	National	New Delhi	April 21-

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	and Kumari, S	application for efficient delivery of learner support services	Services Division, IGNOU	Seminar on ICT Support for Inclusive Digital Learning		22, 2017
14.	Anjana and Umar, S	Nitrogenous Fertilizers – Boom or Bane?	IGNOU RC, Guwahati – IIT Guwahati	International Conference on Agriculture and Human Development in India: Indigenous Practices, Scientific Views and Sustainability	Guwahati	September 8-9, 2017
15.	Anjana	UGC outline for Examination Reforms vs. Examination System in IGNOU	A. S. College of Education, Khanna	National Seminar on Reforms in Examination and Evaluation System: Emerging Problems and Probable Solutions	Khanna, Punjab	February 5, 2018

8. Study Tour Organised/ Participated/ Attachment Organized/Internship:

Sno.	Details of the tour	Name of coordinating body	Duration

9. Consultancy assignment (if any):

Sno.	Organization/ agency	Cost, title of consultancy	Duration

10. Details of Institution/ Government/ Industry / own Institution Sponsored Research Projects (including Programme Evaluation) and Amount (Both completed and ongoing):

Sno.	Agency	Amount	Duration with dates	Status i.e. ongoing/ completed

11. Details of PhD and Mphil Scholars (including those awarded degree):

Sno.	Name and enrolment no:	Year of registration	Year of completion/ award

12. Details of Programmes/ Courses coordinated/ written/ edited/ translated:

Sno.	Programme	Course	Unit (print)/ Audio/ Video/ eSLM	Coordinated/Written/ Edited (content/ language/ format)/ Translated	Period

- Courses/ Units translated and period
- Audio programmes (title, Course, period)
- Video programmes(title and Course, period)

13. Training programmes designed and conducted, duration and dates

Sno.	Programme	Dates	Place
1.	Extended Contact Programme (ECP) for learners of the programme PGDHE	21 st May 2012 to 30 th May, 2012	IGNOU RC, Khanna
2.	Orientation programme for academic counsellors	29 th and 30 th September, 2012	IGNOU RC, Khanna
3.	Coordinators'/ PICS' Meeting	23 rd March 2013	IGNOU RC, Khanna
4.	Extended Contact Programme (ECP) for learners of the programme PGDSL M	16 th September 2013 to 19 th September 2013	IGNOU RC, Khanna
5.	Orientation programme for academic counsellors	20 th and 21 st February 2014	IGNOU RC, Khanna
6.	Coordinators'/	22 nd March 2014	IGNOU RC, Khanna

	PICs' Meeting		
7.	Extended Contact Programme (ECP) for learners of the programme PGDSLM	12 th , 15 th , 16 th and 19 th May, 2014	IGNOU RC, Khanna
8.	Orientation programme for academic counsellors	13 th and 14 th August, 2014	IGNOU RC, Khanna
9.	Orientation programme for the staff and academic counsellors	22 nd November 2014	GHG Khalsa College, Gurusar Sadhar (IGNOU SC-2277)
10.	Coordinators'/ PICs' Meeting	7 th February 2015	IGNOU RC, Khanna
11.	Extended Contact Programme (ECP) for learners of the programme PGDSLM	24 th May, 2015 to 27 th May, 2015	IGNOU RC, Khanna
12.	Coordinators'/ PICs' Meeting	12 th March, 2016	IGNOU RC, Khanna
13.	Extended Contact Programme (ECP) for learners of the programme PGDHE	18 th May, 2016 to 27 th May, 2016	IGNOU RC, Khanna
14.	Coordinators'/ PICs' Meeting	25 th March, 2017	IGNOU RC, Khanna
15.	Workshop for Functionaries of Common Service Centres	21 st December, 2017	Ludhiana
16.	Coordinators'/	10 th March, 2018	IGNOU RC, Khanna

	PICs' Meeting		
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14. Details of Counselling sessions conducted:

Sno.	Programme	Course	Place	Dates	Duration	Mode (Specify- Face to Face Radio counselling Teleconferencing Web conferencing Any Other)
1.	Student Support Services	..	EMPC , IGNOU HQs	12 th August, 2018	1 hour	Interactive Radio Counselling

15. Details of Patents granted (if any):
16. Contribution to IGNOU's corporate life:

Sno.	Chairperson/ Member of Committee	Name of the Committee	Date/ period
1.	Nodal Officer	Pre-admission Counselling, IGNOU RC Khanna	2011-2018
2.	Nodal Officer	Learner Services Services, IGNOU RC Khanna	2011-2018
3.	Member	Learner Grievance Redressal Committee, IGNOU RC Khanna	2011-2018
4.	Member	Admission Committee, IGNOU RC Khanna	2011-2018
5.	Member	Examination Committee, IGNOU RC Khanna	2011-2018
6.	Member	B.Ed./M.Ed./B.Sc. (Nursing) Counselling Committee	
7.	Nodal Officer	Online support services to learners of IGNOU Regional Centre, Khanna	2011-2018
8.	Nodal Officer	Maintenance of website and social media accounts of IGNOU Regional Centre, Khanna	2011-2018
9.	Nodal Officer	Awareness/Sensitization programmes for promotion of Distance	2011-2018

		Education in the Region of Punjab	
10.	Member	Regional Centre Report Preparation	2011-2018
11.	Nodal Officer	Database Management of IGNOU RC Khanna	2011-2018
12.	Member	Publicity Material preparation committee	
13.	Member	Coordinators'/Programme Incharges' meeting Organizing Committee, IGNOU RC Khanna	2013-2018
14.	Member	Orientation programme for academic counsellors Organizing Committee, IGNOU RC Khanna	2012-2018
15.	Member	Convocation Organizing Committee, IGNOU RC Khanna	2011-2018
16.	Member	Regional Centre Committee Against Sexual Harassment, IGNOU, RC Khanna	2012-2017
17.	Nodal Officer	Regional Centre Committee Against Sexual Harassment, IGNOU, RC Khanna	2017-2018
18.	Member	Study Centre Establishment Committee, IGNOU RC Khanna	2011-2018
19.	Member	Purchase Committee, IGNOU RC Khanna	2015-2018
20.	Member	Stock Verification Team, IGNOU RC Khanna	2011-2013
21.	Coordinator	Unnat Bharat Ahiyan, IGNOU RC Khanna	2014-2018
22.	Coordinator	Common Service Centres Workshop	2017-2018
23.	Nodal Officer	Swachh Bharat Summer Internship, IGNOU RC Noida	2018
24.	Member	Innovation Club, IGNOU RC Noida	2018-2019
25.	Convenor	Special Activities, IGNOU RC Noida	2018-2019
26.	Convenor	Unnat Bharat Abhiyan Cell, IGNOU RC Noida	2018-2019
27.	Coordinator	Term End Practical	June – July 2018

		Examination and Project viva	
28.	Member	Profile preparation team	2018
29.	Member	Coordinators'/Programme Incharges' meeting Organizing Committee, IGNOU RC Noida	2018
30.	Coordinator	Swachh Bharat Mission, IGNOU RC Noida	September – October, 2018
31.	Member	Obsolete Material Disposal Committee, IGNOU RC Noida	2018-2019
32.	Coordinator	Career Conclave, 2019 organized by Delhi Government (Represented IGNOU RC Noida)	28 th January, 2019 to 31 st January, 2019
33.	Rapporteur	Meeting of Regional Directors of North Zone Regional Centres at IGNOU RC Lucknow	2-3 September, 2016
34.	Rapporteur	Regional Directors' Meet, IGNOU RSD	16-17 November, 2018

17. Administrative position/s held in the University (even as in charge)

SNo.	Designation	Period	
		From	To
1	Discharge of Additional Responsibility of IGNOU Regional Centre, Khanna in addition to normal duties	29.09.2011	30.09.2011
2		24.11.2011	24.11.2011
3		06.01.2012	06.01.2012
4		18.01.2012	19.01.2012
5		26.03.2012	09.04.2012
6		02.07.2012	06.07.2012
7		30.07.2012	30.07.2012
8		02.08.2012	03.08.2012
9		31.08.2012	31.08.2012
10		10.09.2012	28.09.2012
11		29.10.2012	30.10.2012
12		14.11.2012	16.11.2012
13		18.01.2013	18.01.2013
14		23.02.2013	28.02.2013
15		04.03.2013	23.03.2013
16		29.04.2013	03.05.2013
17		15.07.2013	16.07.2013
18		26.07.2013	26.07.2013
19		21.08.2013	21.08.2013
20		09.09.2013	14.09.2013
21		04.11.2013	08.11.2013

22		14.01.2014	14.01.2014
23		08.02.2014	31.03.2014
24		19.05.2014	20.05.2014
25		16.07.2014	17.07.2014
26		28.07.2014	28.07.2014
27		04.08.2014	09.08.2014
28		11.08.2014	14.08.2014
29		25.08.2014	26.08.2014
30		28.08.2014	26.09.2014
31		09.02.2015	27.03.2015
32		15.05.2015	15.05.2015
33		29.06.2015	30.06.2015
34		16.07.2015	16.07.2015
35		12.10.2015	08.11.2015
36		22.02.2016	23.02.2016
37		16.03.2016	18.03.2016
38		25.04.2016	13.05.2016
39		16.08.2016	17.08.2016
40		12.01.2017	12.01.2017
41		10.02.2017	10.02.2017
42		27.03.2017	29.03.2017
43		01.05.2017	05.05.2017
44		21.08.2017	27.08.2017
45		27.10.2017	27.10.2017
46		30.11.2017	30.11.2017
47		30.01.2018	31.01.2018

18. Any other contribution/information
DEVELOPMENT OF MOBILE APPLICATION FOR IGNOU LEARNERS:

Developed Mobile Application for strengthening of Learner Support Services at IGNOU.

**PARTICIPATION IN ORIENTATION/ REFRESHER PROGRAMMES/WORKSHOPS/
 FACULTY DEVELOPMENT PROGRAMMES:**

- Orientation programme for newly appointed Assistant Regional Directors (ARDs) at IGNOU Regional Centre, Khanna on August 8, 2011
- Orientation programme for newly joined ARDs/DDs organised by Staff Training and Research Institute of Distance Education (STRIDE), IGNOU, New Delhi from March 12-16, 2012
- Refresher programme in Distance Education organised by Staff Training and Research Institute of Distance Education (STRIDE), IGNOU, New Delhi from August 31, 2015 to September 24, 2015
- Workshop on Simple Application Design using MS-Access organised by School of Computer and Information Sciences, IGNOU, New Delhi from March 21-22, 2017
- Online Faculty Development Programme organized by NPTEL on “Nanotechnology in Agriculture” from August-October, 2018 with consolidated score of 85%.

(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)

- Workshop on Assessment and Evaluation in ODL organized by Staff Training and Research Institute of Distance Education (STRIDE), IGNOU, New Delhi from February 13, 2019 to February 15, 2019.

MASSIVE OPEN ONLINE COURSES (MOOCS)/ONLINE COURSES COMPLETED:

- **Introduction to Technology-Enabled Learning** offered jointly by the Commonwealth of Learning and Athabasca University, Canada from January 9, 2017 to February 10, 2017.
- **Learning to Learn Online** offered by Athabasca University, Certificate issued on April 9, 2017
- **Specialized module on Human Health and Climate Change** offered by UNITAR (United Nations Institute for Training and Research), UNCC : Learn (The One UN Climate Change Learning Partnership) and World Health Organization, Certificate issued on April 15, 2017
- **Specialized module on children and climate change** offered by UNITAR (United Nations Institute for Training and Research), UNCC : Learn (The One UN Climate Change Learning Partnership) and UNICEF, Certificate issued on April 16, 2017
- **REDD+ e-ACADEMY** offered by FAO (Food and Agriculture Organization of the United Nations), UNDP, UNEP, UN-REDD Programme, REDD ACADEMY and UNITAR (United Nations Institute for Training and Research), Certificate issued on April 16, 2017
- **Introductory course to the International Legal Framework on Environmental Impact Assessment** offered by InforMEA, The United Nations Environmental Law and Conventions Portal, Certificate awarded on May 17, 2017
- **Introductory course to International Environmental Law** offered by InforMEA, The United Nations Environmental Law and Conventions Portal, Certificate awarded on May 17, 2017
- **Assistive Technologies and online learning** offered by Open Learn, The Open University, Certificate issued on June 18, 2017
- **Climate Change** offered by Macquarie University, Sydney, Australia, Certificate issued on June 27, 2017
- **Inclusive Education: Knowing what we mean** offered by Open Learn, The Open University, Certificate issued on August 19, 2017
- **MOOC on Disaster and Ecosystems: Resilience in a changing climate** offered by UN Environment and TH Koln, September 2017 to November, 2017

ACADEMIC COUNSELLOR/EVALUATOR IN IGNOU

- Approved academic counsellor for the following courses of IGNOU programmes:
 - **B. Sc.** (Bachelor of Science): LSE-1, LSE-2, LSE-3 and LSE-5
 - **MPA** (Master of Arts in Public Administration): MPA-18
 - **MAAE** (Master of Arts in Adult Education): MAEE-01
 - **PGDDM** (Post Graduate Diploma in Disaster Management): MPA-01, MPA-02, MPA-04 and MPA-05
 - **PGDFSQM** (Post Graduate Diploma in Food Safety and Quality Management): MVPI-1, MVPP-1

(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)

- **PGDEDS** (Post Graduate Diploma in Extension and Development Studies): MEDS-01, MEDS-02, MEDS-03
- **PGCEDS** (Post Graduate Certificate in Extension and Development Studies): MEDS-01, MEDS-02, MEDS-03
- **DVAPFV** (Diploma in Value Added Products from Fruits and Vegetables): DPVI-02, DPVI-03, DPVI-05
- **BTS** (Bachelor of Arts in Tourism Studies): TS-05, PTS-05
- **CES** (Certificate in Environmental Studies): AHE-01
- **CDM** (Certificate in Disaster Management): CDM-01, CDM-02

- Approved Evaluator for the following courses of IGNOU programmes:
 - **B. Sc.** (Bachelor of Science): LSE-01, LSE-02, LSE-05
 - **PGDESD** (Post Graduate Diploma in Environment and Sustainable Development): MED-01, MED-02, MED-06, MED-07, MED-08
 - **CES** (Certificate in Environmental Studies): TS-05

- Project Evaluator for the following programme of IGNOU:
 - **PGDFSQM** (Post Graduate Diploma in Food Safety and Quality Management)

EXTERNAL QUESTION PAPER SETTER:

- Post Graduate Diploma in Environmental Impact and Risk Assessment (Distance mode programme), Jamia Hamdard, New Delhi.

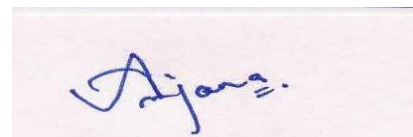
RESEARCH PAPER REVIEWER:

Reviewed the Research papers submitted for publication in the following journals:

- Open Praxis
- Environmental Monitoring and Assessment

MENTOR OF CHANGE:

- Selected as Mentor of Change by Government of India for Atal Tinkering Lab.



Signature of Teacher /Academic

Signature of Director/ Head