

## SCHEME AND SUBJECTS OF THE EXAMINATION

The Computer Based Test (CBT) & Skill Test (Practical) shall consist of the following subject carrying marks as shown against each.

(A) Computer Based Test: Duration 3 Hours

Sl.No.	Subject	Marks
01	English	60
02	Mathematics	30
03	General Awareness	40
04	Test of Reasoning / Mental Ability	40
05	Computer Application	30
	<b>Total</b>	<b>200</b>

(B) Skill Test in Computer Application: 50 Marks

Note:- Only those candidates who have been shortlisted after the CBT shall be called for the Skill Test in Computer Application.

### DETAILED SYLLABUS

ENGLISH	MATHEMATICS	GENERAL AWARENESS	REASONING AND MENTAL ABILITY	COMPUTER APPLICATION
<ul style="list-style-type: none"> <li>• Verb</li> <li>• Preposition</li> <li>• Adverb</li> <li>• Subject Verb Agreement</li> <li>• Error Correction / Recognition</li> <li>• Tenses</li> <li>• Sentence Rearrangement</li> <li>• Fill in the Blanks with Articles etc.</li> <li>• Answering Questions based on Unseen Passages</li> <li>• Vocabulary</li> <li>• Synonyms</li> <li>• Antonyms (This section is designed to test the language abilities and understanding of English Grammar)</li> </ul>	<ul style="list-style-type: none"> <li>• Arithmetic</li> <li>• Algebra</li> <li>• Mensuration (2D &amp; 3D)</li> <li>• Statistics &amp; Probability</li> </ul> <p>NOTE: Questions shall be of Class 10<sup>th</sup> standard.</p> <p>This section tests the quantitative and Mathematical skills of the candidate.</p>	<ul style="list-style-type: none"> <li>• Current Affairs (National &amp; International)</li> <li>• Major financial / Economic news</li> <li>• Budget &amp; Five years plans</li> <li>• Who's who</li> <li>• Sports</li> <li>• Books &amp; Authors</li> <li>• Awards and Honours</li> <li>• General Science</li> <li>• Abbreviations</li> <li>• Important days</li> <li>• Internationals &amp; National Organization</li> <li>• History</li> <li>• Geography</li> <li>• Civic</li> <li>• Culture</li> </ul> <p>NOTE: Questions will be such that they do not require any special study of any discipline.</p> <p>(This checks whether the candidate herself / himself up-to-date about the world around them)</p>	<ul style="list-style-type: none"> <li>• Numeric Series</li> <li>• Alphabet Series</li> <li>• Test of Direction Sense</li> <li>• Coding-decoding</li> <li>• Number Ranking</li> <li>• Arithmetic Reasoning</li> <li>• Problem of Age Calculation</li> <li>• Analogy</li> <li>• Decision Making etc.</li> <li>• Non-Verbal Series</li> <li>• Mirror Images</li> <li>• Cubes &amp; Dice</li> <li>• Grouping Identical Figures</li> <li>• Embedded figures, etc.</li> </ul> <p>(This section tries to test the Reasoning abilities and mental aptitude of the candidates)</p>	<ul style="list-style-type: none"> <li>• Computer Fundamentals</li> <li>• Windows (MS-Windows)</li> <li>• MS-OFFICE</li> <li>• Word Processing (MS-Word)</li> <li>• Spread Sheet (MS Excel)</li> <li>• Presentation Knowledge (MS Power Point)</li> <li>• Usage of Internet Services</li> <li>• Communication Technology, Networking Concepts</li> </ul>

**Skill Test in Computer:**

MS Windows, MS Office, Use of Internet