Syllabus

Section name	Marks per item	No. of items
Quantitative ability	1 mark	16
Verbal ability	1 mark	16
Logical and Numerical Reasoning	1mark	22
General Awareness	1 mark	16
Knowledge in Computer Applications	1 mark	10
Total		**80**

Quantitative Ability

The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be percentage, Ratio & Proportion, Square roots, Averages, Interest, Profit & Loss, Discount, Partnership Business, Mixture and Allegation, Time and distance, Time & work, Basic algebraic identities of School Algebra, Elementary surds, Graphs of Linear Equations, Triangle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Square, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratio, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency Polygon, Bar diagram, Pie chart and any other questions of Matriculation level.

Verbal Ability

Questions in this component will be designed to test the candidate's understanding and knowledge of English language and will be based on spotting the error, fill in the blanks, synonyms, antonyms, spelling/ detecting mis-spelt words, idioms & phrases, one-word substitution, Improvement of sentences, active/passive voice of verbs, conversion into direct/indirect narration, shuffling of sentence parts, shuffling of sentences in a passage, comprehension passage and any other English language questions at the level of Matriculation/Higher Secondary.

Logical & Numerical Reasoning

It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualisation, spatial orientation, problem solving, analysis, judgement, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning etc. The topics are Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding & de-coding, Numerical Operations, Symbolic Operations, Trends, Space Orientation, Space Visualisation, Venn Diagrams, Drawing inferences, Punched hole/pattern - folding & un-folding, Figural Pattern-folding and completion, Indexing, Address matching, Date & City matching, Classification of centre codes/roll numbers, Small & Capital letters/numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence & Other sub-topics, if any.

General Awareness

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of the current events and of such matters of everyday observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring Countries especially pertaining to History, Culture, Geography, Economic Scene, General Policy, Indian Constitution & Scientific Research and Others.

Knowledge in Computer Applications

The questions on basic computer knowledge will be from Characteristics of Computers, Computer Organisation including RAM, ROM, File System, Input Devices, Computer Software-Relationship between Hardware and Software, Operating System, MS Office (exposure of Word, Excel/spreadsheet, Powerpoint), Information Technology and Society-Indian IT Act, Digital Signatures, Application of information technology in Government for E-Governance, Information Kiosks.