

Exam Pattern for Assistant/UDC

Part	Subject	No. of Questions	Marks	Time	Details
A	General English	50	50	150 minutes	Objective type, +1 & -0.25 pattern of marking
B	Quantitative Aptitude	50	50		
C	General Intelligence & Reasoning ability	50	50		
D	General Knowledge	50	50		

Indicative Syllabus

General English: Questions to test the candidate's understanding & knowledge of the language and ability to write correctly, precisely & effectively, correct use of words, idioms & phrases, etc.

Quantitative Aptitude: Questions on Number System, Percentages, Profit & Loss, Discount, Ratio & Proportion, Mixer & Allegation, Averages, Simple & Compound interest, Time & distance, Time & Work, Pipe & Cistern, Boat & Stream, Partnership, Surds & Indices, LCM & HCF, Simplification, Geometry (Triangles, Circles, Quadrilateral, Lines & Angles etc.), Mensuration (Area, Perimeter, Volume etc.), Trigonometry (Trigonometric Identities, Trigonometric Ratios, Circular measures of Angles, Heights & distance etc.), Algebra (Factorisation, Coordinate Geometry, Polynomials, Sequence & Series, Algebraic identities, Linear equations etc.), Statistics & data interpretation, etc.

General Intelligence & Reasoning ability: Verbal & non-verbal type questions on Missing Number, Repeated Series, Analogy, Venn diagram, Logical arrangement of Words, Coding & decoding, Sitting arrangement, Ranking arrangement, Dice, Cube & Cuboid, Calendar, Number Series, Coded equation, Clock, Directions, Counting figures, Problems based on Alphabets, Sequence, Mirror and Water Image etc.

General Knowledge: Questions to test the candidates' awareness of the environment around him and its applications to the society, current affairs of National & International importance etc. The test will also include questions on History, Culture, Geography, Science, Polity, Economy etc.

Exam Pattern for JPA/Stenographers

Part	Subject	No. of Questions	Marks	Time	Details
A	English Language & Comprehension	100	100	150 minutes	Objective type, +1 & -0.25 pattern of marking
B	General Intelligence & Reasoning ability	50	50		
C	Quantitative Aptitude & General Knowledge	50	50		

Indicative Syllabus

English Language & Comprehension: Questions to test the candidate's understanding & knowledge of the language and ability to write correctly, precisely & effectively, correct use of words, idioms & phrases, etc.

General Intelligence & Reasoning ability: Verbal & non-verbal type questions on Missing Number, Repeated Series, Analogy, Venn diagram, Logical arrangement of Words, Coding & decoding, Sitting arrangement, Ranking arrangement, Dice, Cube & Cuboid, Calendar, Number Series, Coded equation, Clock, Directions, Counting figures, Problems based on Alphabets, Sequence, Mirror and Water Image etc.

Quantitative Aptitude: Questions on Number System, Percentages, Profit & Loss, Discount, Ratio & Proportion, Mixer & Allegation, Averages, Simple & Compound interest, Time & distance, Time & Work, Pipe & Cistern, Boat & Stream, Partnership, Surds & Indices, LCM & HCF, Simplification, Geometry (Triangles, Circles, Quadrilateral, Lines & Angles etc.), Mensuration (Area, Perimeter, Volume etc.), Trigonometry (Trigonometric Identities, Trigonometric Ratios, Circular measures of Angles, Heights & distance etc.), Algebra (Factorisation, Coordinate Geometry, Polynomials, Sequence & Series, Algebraic identities, Linear equations etc.), Statistics & data interpretation, etc.

General Knowledge: Questions to test the candidates' awareness of the environment around him and its applications to the society, current affairs of National & International importance etc. The test will also include questions on History, Culture, Geography, Science, Polity, Economy, etc.
