

SYLLABI FOR THE WRITTEN EXAMINATION

General English:

(1) Noun & Pronoun; (2) Verb; (3) Infinitive & Gerund; (4) Tense; (5) Mood & Voice; (6) Adverb & Conjunction; (7) Adjective & Degree (Positive, Comparative & Superlative); (8) Preposition; (9) Synonyms, (10) Antonyms; (11) Phrases & Idioms (12) Spelling Mistake detection; (13) Interrogative Sentence; (14) Spotting of Error in a Sentence.

General Awareness:

(1) Indian History, (2) Indian Geography, (3) Indian Economy (4) Public Administration in India [including Constitution & Democratic Federal Division of Governance]; (5) Agriculture & Allied Activities in West Bengal; (6) Science & Technology; and (7) Current Affairs.

Quantitative Aptitude (Arithmetic & Mensuration):

(1) Simple Interest Calculation; (2) Compound Interest Calculation; (3) Percentage; (4) Profit & Loss; (5) Ratio & Proportions; (6) Unitary Method; (7) Time & Distance; (8) Time & Work; (9) Simplification; (10) Square & Square Roots; (11) Highest Common Factor (HCF); (12) Lowest Common Multiple (LCM); (13) Average and Problem of Age; (14) Decimal Fractions; (15) Elementary Mensuration.

Test of Reasoning:

(1) Analogy; (2) Classification; (3) Series; (4) Missing Characters; (5) Blood Relations; (6) Number Sequence; (7) Ranking Sequence; (8) Time Sequence; (9) Coding-Decoding; (10) Problems based on Alphabets; (11) Venn Diagrams; (12) Cubes & Dice; (13) Analytical Reasoning; (14) Numerical Aptitudes; (15) Direction Test.

Basic Knowledge in Computer:

(1) Test of basic knowledge in "MS Word" (2) Test of basic knowledge in "MS Excel" (3) Test of basic knowledge in "Net-Surfing" (4) Test of basic knowledge in "Power Point Presentation" (5) Test of basic knowledge in Uploading & downloading in and from Web Page (6) Test of Basic knowledge in sending e-mail

SYLLABUS FOR PRACTICAL TEST ON BASIC KNOWLEDGE IN COMPUTER

(1) Test of basic knowledge in “MS Word” (2) Test of basic knowledge in “MS Excel” (3) Test of basic knowledge in “Net-Surfing” (4) Test of basic knowledge in “Power Point Presentation” (5) Test of basic knowledge in Uploading & downloading in and from Web Page (6) Test of Basic knowledge in sending e-mail