

## **Scheme of Examination for Direct Recruitment for the post of MTS (Grade Pay Rs. 1800)**

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	40	40	2 Hrs
General Hindi	30	30	
General English	30	30	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (10th) shall be considered.
    - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# Syllabus for the Written Examination for the post of MTS

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## **Scheme of Examination for Direct Recruitment for the post of Laboratory/Library Attendant (Grade Pay Rs. 1800)**

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	20	20	
General English	20	20	
Knowledge of General Science/Library/ Relevant field of ITI trade	50	50	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (10th /ITI etc.) shall be considered.
  - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# **Syllabus for the Written Examination for the post of Laboratory/Library Attendant**

## **A. General Knowledge**

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## **B. सामान्य हिन्दी (हाईस्कूल स्तर)**

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## **C. General English (10<sup>th</sup> Level)**

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## **D. General Science for the post of Laboratory Attendant ( 10<sup>th</sup> Level)**

### **(i) Physics**

1. Units and Measurement
2. Mechanics
3. Work, Power and Energy
4. Properties of matter
5. Waves
6. Heat
7. Electricity and Magnetism
8. Light
9. Sound
10. Atomic Physics

**(ii) Chemistry**

1. Matter & Its Nature
2. Acid, Base & Salt
3. Chemical Reactions & Equations
4. Properties of Gases
5. Atomic Structure
6. Periodic Classification of Elements
7. Chemical Bonding
8. Organic Chemistry
9. Some Common Elements and Compounds

**(iii) Biology**

1. Cell - The Basic Unit of Life
2. Tissues
3. Microorganism
4. The Plant Kingdom
5. The Animal Kingdom
6. Nutrition
7. Respiratory System
8. Circulatory System
9. Excretory System
10. Endocrine System
11. Nervous System
12. Reproductive System
13. Genetics

**D. Syllabus for the post of Library Attendant**

1. Types of Libraries and their Features
2. Role of Libraries in contemporary Society
3. Classification; concept, purpose and species
4. Features of DDC, UDC, and CC
5. Library Catalogue; Definition and purpose
6. Principles of Book Selection
7. Selection Tool; Print and Non
8. Serials/ Journals; Selection and procurement
9. Weeding
10. University Library Management

## **Scheme of Examination for Direct Recruitment for the post of Cook (Grade Pay Rs. 1900)**

A trade test of vegetarian items will be held before the written examination. The trade test will be of qualifying nature and assessment will not be done on the basis of marks for such tests. The candidates who qualify the trade test of cooking shall be eligible for written examination.

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	20	20	
General English	20	20	
Knowledge of cooking /catering	50	50	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (10th) shall be considered.
    - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# Syllabus for the Written Examination for the post of Cook

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## D. Cooking /Catering

1. Basic knowledge of cutlery
2. Basic knowledge of Indian Food
3. Hygiene & Nutrition
4. Knowledge of Curry & Spices and Dairy Milk
5. Type of Breads
6. Kitchen equipments
7. Safety equipments in kitchen
8. Knowledge of different Vegetarian food and regional dishes in India

## **Scheme of Examination for Direct Recruitment for the post of Lower Division Clerk (LDC) (Grade Pay Rs. 1900)**

A skill test of typing (Qualifying Speed 35 w.p.m. in English & 30 w.p.m. in Hindi on computer) will be held before the written examination. The skill test will be of qualifying nature and assessment will not be done on the basis of marks for such tests. The candidates who qualify the skill test of typing shall be eligible for written examination.

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	20	20	
General English	20	20	
Numerical Ability	20	20	
Knowledge of Rules of Government of India & University Administration	30	30	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (12th) shall be considered.
    - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.



# Syllabus for the Written Examination for the post of LDC

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## D. Numerical Ability

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

## **E. Knowledge of Rules of Government of India & University Administration**

Questions in this component will be aimed at testing the candidate's knowledge and awareness of central civil services (CCS) rules and University Act. etc. The test will include questions relating to Personnel Administration including recruitment, training, promotion, pay scale and service matters; including seniority and leave rules etc.; Reservation and Concessions for SC, ST, OBC, PWD etc.; Right to Information Act 2005; General Financial Rules; Fundamental and Supplementary Rules & University Act, Deemed Universities etc.

## **Scheme of Examination for Direct Recruitment for the post of Stenographer (Grade Pay Rs. 2400)**

A skill test of dictation (10 minutes in English/Hindi at the speed of 80 w.p.m. & the matter will have to be transcribed 50 minutes in English & 65 minutes in Hindi) will be held before the written examination. The skill test will be of qualifying nature and assessment will not be done on the basis of marks for such tests. The candidates who qualify the skill test (as mention above) shall be eligible for written examination.

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	15	15	
General English	15	15	
Numerical Ability	20	20	
General Intelligence & Reasoning	20	20	
Knowledge of Computer Basics	20	20	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (12th) shall be considered.
  - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# **Syllabus for the Written Examination for the post of Stenographer**

## **A. General Knowledge**

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## **B. सामान्य हिन्दी (हाईस्कूल स्तर)**

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## **C. General English (10<sup>th</sup> Level)**

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## **D. Numerical Ability**

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

## **E. General Intelligence & Reasoning**

Questions of verbal, non-verbal and analytical types, analogies, syllogism, similarities, differences, missing numbers, characters and sequences, space visualization, problem solving, analysis, decision making, visual memory, discrimination, observation, relationship concepts, direction sense, coding–decoding, arithmetical reasoning, verbal and figure classification, data representation and analysis, arithmetical number series.

## **F. Knowledge of Computer Basics**

- Primary and Secondary Memory; Storage Devices
- Operating System: MS DOS, Windows
- MS-WORD , MS-Excel –Ms-Power point, MS- Access

## **Scheme of Examination for Direct Recruitment to the post of Electrician (Grade Pay Rs. 2400)**

A skill test of Electrician will be held before the written examination. The skill test will be of qualifying nature and assessment will not be done on the basis of marks for such tests. The candidates who qualify the skill test of electrician shall be eligible for written examination.

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	15	15	
General English	15	15	
Numerical Ability	10	10	
Knowledge of Electrical Applications	50	50	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (ITI) shall be considered.
  - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# Syllabus for the Written Examination for the post of Electrician

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## D. Numerical Ability

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

## **E. Knowledge of Electrical Applications**

- 1. Fundamentals of electricity:** Electrical occupational safety, tools, Ohms law, Kirchoffs law, series, parallel, Kirchoffs law and star delta, problems – Electrostatics and capacitors. Earthing principles and methods of earthing.
- 2. Batteries:** Primary and secondary, lead acid cells, methods of charging – testing and application of batteries, invertors, battery chargers and maintenance
- 3. Magnetism:** Magnetic materials and properties – laws of magnetism – electromagnetism, electromagnetic induction.
- 4. Fundamentals of AC:** Simple problems of AC fundamentals, power, power factor, single phase and three phase circuits.
- 5. Basic Electronics:** Electronic components, rectifiers, amplifiers, oscillators and power electronic components.
- 6. DC Machines:** Construction, working principle and simple problems on DC generators and motors, speed control and applications of DC motors – windings.
- 7. Transformers:** Construction, working principle, basic concepts and simple problems on transformers – windings – auto transformers, power transformers, CT & PT.
- 8. AC Machines:** Basic concepts, construction principle and simple problems on three phase and single phase induction motor, universal motor, alternators, synchronous motors and their applications and windings – concept of power electronic drives.
- 9. Electrical measurements (Elementary idea only):** Different types of AC and DC measuring instruments, Domestic appliances and Illumination concepts – types of electric lamps.
- 10. Electric power generation (Elementary idea only):** Thermal, hydal and nuclear, transmission and distribution system – basic concepts, non-conventional energy sources.



## **Scheme of Examination for Direct Recruitment for the post of Semi Professional Assistant in Library (Grade Pay Rs. 2800)**

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

<b>Subject</b>	<b>Number of Questions</b>	<b>Maximum Marks</b>	<b>Duration/ Time Allowed</b>
General Knowledge	10	10	2 Hrs
General Hindi	10	10	
General English	10	10	
Numerical Ability	10	10	
General Intelligence & Reasoning	10	10	
Library & Information Science	50	50	
<b>Total</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (Graduation) shall be considered.
  - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# Syllabus for the Written Examination for the post of Semi Professional Assistant

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## D. Numerical Ability

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

## **E. General Intelligence & Reasoning**

Questions of verbal, non-verbal and analytical types, analogies, syllogism, similarities, differences, missing numbers, characters and sequences, space visualization, problem solving, analysis, decision making, visual memory, discrimination, observation, relationship concepts, direction sense, coding–decoding, arithmetical reasoning, verbal and figure classification, data representation and analysis, arithmetical number series.

## **F. Library and Information Science**

Digital library and its difference from electronic/virtual library/e-library, if any. Institutional repository: definition purpose and functions. Services of Inlibnet, RRRLF, DELNET, National Library of India, National Library of Medicine (US), Library of Congress, British Library, UGC-Infonet, NISCAIR, Indest consortium, CeRA and other Indian consortia. E-resources: Web of Science, Scopus, Jgate, e-books and e-journals, Pricing policies of e-resources, Open access journals, Knowledge society/Information society, National Knowledge Commission. Philosophy and laws of Library science and their implications. Difference between indexing and abstracting services, free text searching advantages and disadvantages, Precision and recall, Main features of DDC and CC, RDA. Basics of computer and its application in University Libraries, Source of information–primary, secondary and tertiary, Electronic resources. Library classification scheme and cataloguing code.

Searching OPAC and other databases; Handling of various library softwares, open source softwares and computerised library services; Typing speed and accuracy of working on MS-Word/Power point/Excel; Shelving and Shelf rectification; Assigning Subject Headings and Keywords. Classification of simple and compound subjects.

Computer Fundamentals: Generations, H/W, S/W, Number Systems and their base conversions, sign-magnitude, 1's complement, 2's complement and floating point representation of numbers. ASCII, EBCDIC and Unicode, BCD Codes.

Digital Logic: Boolean algebra, simplification of Boolean functions, logic gates, combinational and sequential circuits, memory system, I/O devices.

Concepts of databases, DBMS, normalization, MSSQL, Operating System: Concepts, different types, functions, Windows OS, MSOffice, Word, Excel, PowerPoint.

Computer Network: Basic concepts topology types, Data Communications, N/W Security.

## Scheme of Examination for Direct Recruitment for the post of Coach (Grade Pay Rs. 4200)

The written examination will consist of one objective type paper containing 100 questions of 01 mark each with the following composition:

Subject	Number of Questions	Maximum Marks	Duration/ Time Allowed
General Knowledge	10	10	2 Hrs
General Hindi	10	10	
General English	10	10	
Numerical Ability	10	10	
General Intelligence & Reasoning	10	10	
Knowledge of Coaching in Games & Sports	50	50	
<b>TOTAL</b>	<b>100</b>	<b>100</b>	

- Note:**
1. There shall be objective type multiple choice questions.
  2. The level of difficulty shall be as the educational qualification of the post. There shall be no negative marking for wrong answers.
  3. Merit list will be prepared on the basis of written test only.
  4. The minimum qualifying marks shall be 45%. Relaxation of 5% shall be provided to SC/ST/PWD category.
  - 5(a). In the circumstances of more than one candidate securing same marks in the said written examination, candidate with higher aggregate marks in the qualifying examination (Diploma) shall be considered.
  - (b). If the tie still prevails after taking account of (5a) above then the candidate senior in age will be ranked higher.
  6. The question paper of written examination shall be in both Hindi and English language. In case of any discrepancies in the questions, the English version shall be final.

# Syllabus for the Written Examination for the post of Coach

## A. General Knowledge

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India especially pertaining to Sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

## B. सामान्य हिन्दी (हाईस्कूल स्तर)

1. पर्यायवाची शब्द
2. विलोम शब्द
3. शब्द-समूहों के लिए एक शब्द
4. उपसर्ग/प्रत्यय
5. तत्सम-तद्भव शब्द
6. वर्तनी-शुद्धि
7. वाक्य-शुद्धि
8. समास
9. सन्धि-विच्छेद
10. मुहावरे एवं लोकोक्तियाँ

## C. General English (10<sup>th</sup> Level)

Candidates' ability to understand English language, its vocabulary, sentence structure, synonyms, antonyms and its correct usage etc. Basic comprehension and writing ability, etc. will be tested.

1. Use of Prepositions
2. One Word substitution
3. Use of Articles in English
4. Common errors in English
5. Idioms
6. Conversion of one parts of speech into another, e.g., Noun to Adjective, and the like
7. Question based on Comprehension of a given passage in English
8. Synonyms and Antonyms

## D. Numerical Ability

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

## **E. General Intelligence & Reasoning**

Questions of verbal, non-verbal and analytical types, analogies, syllogism, similarities, differences, missing numbers, characters and sequences, space visualization, problem solving, analysis, decision making, visual memory, discrimination, observation, relationship concepts, direction sense, coding–decoding, arithmetical reasoning, verbal and figure classification, data representation and analysis, arithmetical number series.

## **F. Knowledge of Coaching in Games & Sports**

### **Introduction of Coaching and Officiating**

- Concept of coaching and officiating
- Importance and principles of coaching
- Relation of coach and official with management, players and spectators
- Duties of coach in general, pre, during and post game.
- Philosophy of coaching
- Responsibilities of a coach on and off the field

### **Qualities and Qualifications of Coach**

- Qualities and qualification of coach
- General rules of games and sports
- Eligibility rules of intercollegiate and inter-university tournaments,
- Preparation of TA, DA bills
- Integrity and values of sports

### **Introduction to Sports Training**

- Meaning and Definition of Sports Training
- Principles of Sports Training
- Strength – Mean and Methods of Strength Development
- Speed – Mean and Methods of Speed Development
- Endurance - Mean and Methods of Endurance Development
- Coordination – Mean and Methods of coordination Development
- Flexibility – Mean and Methods of Flexibility Development
- Training Load- Definition and Types of Training Load
- Principles of Intensity and Volume of stimulus
- Technical Training – Meaning and Methods of Technique Training
- Tactical Training – Meaning and Methods of Tactical Training

### **Organizations/ Institutions/ Federations**

- S.A.I / Y.M.C.A / L.N.I.P.E / N.I.S
- National Federations and their functions

### **Measurements/History/Trophies/ Equipment's and their Specification of different Games**

Athletics, Badminton, Basketball, Cricket, Football, Gymnastic, Hockey, Handball, Kabaddi, Kho-Kho, Tennis, Volleyball