APPENDIX-IV

COMMON SYLLABUS FOR DIRECT RECRUITMENT TO GROUP 'C' POSTS

[The syllabus mentioned below shall be followed unless anything contrary is provided in the Recruitment Rules/Service Rules/Examination Regulations for the relevant service/post(s)]

Paper	Subject	Marks	Duration
Paper-I	General Knowledge(50 questions)	100	3 hours with additional time of 40 minutes for Visually handicapped/ Cerebral palsy candidates
	General English (25 questions)	50	
	Essay writing	30	
	English Comprehension	20	
	Total	**200**	
Paper-II	Simple Arithmetic (50 questions)	100	3 hours with additional time of 40 minutes for Visually handicappted/ Cerebral palsy candidates
	Basic Computer Knowlege (50 questions)	100	
	Total	**200**	
Paper-III (Only for technical/ specialised posts and such other posts wherein the Recruitment Rules/ Service Rules prescribed technical/special qualifications which merits conduct of examination in the knowledge of concerned technical/specialised subject)	Technical/Specialised subject (100 questions)	200	3 hours with additional time of 40 minutes for Visually handicapped/ Cerebral palsy candidates
	Total	**200**	

Notes:

1) Questions shall be set in Objective Type Multiple Choice pattern only except for essay writing and English comprehension under Paper-I with all questions carrying equal marks and answers for each of the questions shall be marked using blue or black ball point pen. In other words, there shall be multiple probable answers (at least four) wherein the candidate has to choose the correct answer for every objective type question.

2) Questions will be set in tune with the level of educational qualifications prescribed in the corresponding Recruitment Rules/Service Rules for the post(s).

3) A brief description of the common syllabus for direct recruitment to Group 'C' posts is as follows:

Paper-I

General Knowledge: Questions will be designed to test the candidate's knowledge of current events and of such matters of everyday observation and experience as may be expected of an educated person. The test will also include questions relating to Indian history and culture, Indian polity including the Constitution of India, geography, economy and general science. Questions on Mizo history and culture will also form part of the syllabus.

General English: Questions will be designed to test the candidates understanding and knowledge of English language, vocabulary, spelling, grammar, sentence structure, synonyms, antonyms, sentence completion, phrases and idiomatic use of words etc. There will be questions on comprehension of a passage also.

Essay Writing: Question on essay writing will be designed to test the candidate's grasp of his material, its relevance to the subject chosen, and to his ability to think constructively and to present his ideas logically, constructively and concisely.

English Comprehension: There will be questions on comprehension of passages also to test the vocabulary, grammar, logical thought ability and overall grasp of the candidates over English language.

Paper-II

Simple Arithmetic: Number system, simplification, roots, averages, discounts, percentages, profit & loss, ratio and proportion, partnership, chain rule, time & work, time & distance, simple & compound interest, mensuration, permutations & combinations, heights & distances, line graphs, bar graphs, pie charts and tabulation.

Basic Computer knowledge: Introduction to Computers, introduction to Graphical user interface based Operating System, elements of Word Processing, Spreadsheets, Power point presentations, Computer communication and internet, world wide web and web browser, communication and collaboration.

Paper-III

Questions relating to the concerned technical/specialised subject will be set as per the educational qualification prescribed in the relevant Recruitment Rules/Service Rules and the detailed syllabus for this Paper shall be notified by the concerned recruiting Department well in advance