

Syllabus for Written Test and Selection Criteria for recruitment to the post of Technical Assistant (Computer Centre), Pay Level - 06

General	Post Related
<p>1. Aptitude- Profit and Loss, Time and Work, Decimal Fractions, Problems on Numbers, Square Root and Cube Root, Time and Distance, Simplifications.</p> <p>2. Reasoning- Number Series Compilation, Missing Number Finding, Continuous Pattern Series, Matching Definitions, Missing Character Finding, Odd Man Out, Blood Relations, Coding and Decoding, Logical Sequence of Words, Arithmetic Reasoning.</p> <p>3. General English- Change of voice, Spotting Errors, Sentence Improvement, One Word Substitute, Sentence Corrections, Idioms and Phrases, Communication Skills, Sentence Formation.</p> <p>4. General knowledge and Awareness- Current Affairs, Government Schemes, Economics, Geography, Indian History, Indian Polity, Indian Constitution</p>	<p>1. Hardware - Hardware Devices and Troubleshooting, Components, tools and safety measures, Assembling a PC , Firmware upgrade, Dual BIOS & BIOS settings, Diagnose & Resolve issues related to a PC, Laptop features, Components, tools and safety measures, Diagnose & Resolve issues related to a laptop, upgrading a PC or Laptop, Smart phone features and Tools & Safety, Types of printers, Installing and testing a printer, Printer, Maintenance, Scanner Installation, Webcam Installation.</p> <p>2. Programming and Data Structure - C Language, Object oriented Programming, functions, data type, Recursion, Arrays, Stacks, Queues, Binary Search Trees, Sorting.</p> <p>3. Web Designing - HTML and CSS, SQL, JavaScript</p> <p>4. Operating system – Application & Troubleshooting, different OS and Compatibility, window and Linux installation, Upgrading OS, Software Installation, Working on MS Word, Excel, PowerPoint, MS Office Troubleshooting, Different Browser setup, back up, format and restore OS.</p> <p>5. Networking and Security - Basics of computer network, OSI Model, Transmission Media, Networking devices Network Topology, LAN Basics, IP Addressing, TCP/IP, Ethernet Advanced, Structured Cabling, Wireless networking, connecting a PC/ Laptop to Internet, installing a printer and sharing it in network, Joining a workgroup/ domain, File sharing and troubleshooting, Remote Access, Basics of Wi-Fi, Internet security.</p>

Scheme of Examination	Selection Criteria	Instructions (General Paper / Post Related)	Proficiency Test
<p><u>General Paper:</u> Questions - 50 Marks - 50 Duration: 01 Hour</p> <p><u>Post Related Paper:</u> Questions - 50 Marks - 50 Duration: 1:30 Hour</p>	<ol style="list-style-type: none"> 1. Written Test (Part-A): Qualifying in Nature for evaluation of part B. Qualifying marks to be decided on the basis of performance of the candidates. 2. Written Test (Part-B): Merit list will be drawn on the basis of score of the candidate 3. Proficiency Test: The Candidates shortlisted based on the Written Test (Part B) will be called for Proficiency Test, to be conducted after the Document Verification process. 	<ol style="list-style-type: none"> 1. This Part will comprise of objective-type questions with one correct answer. 2. One (1) mark will be awarded for each correct answer & minus one fourth (- 1/4) mark for each incorrect answer. 3. The unanswered questions will not attract negative marks. 	<p>The syllabus of the Proficiency Test will be shared with the shortlisted candidates.</p>