

# SSC Stenographer Grade 'C' & 'D'

## Scheme of Examination :

SSC Stenographer Grade 'C' & 'D'				
Part	Subject	No. of Questions	Marks	Time
(I)	General Intelligence & Reasoning	50	50	2 Hours
(II)	General Awareness	50	50	
(III)	English Language and Comprehension	100	100	
Total		200	200	

### Note :

1. Question paper will be of Objective Type Multiple Choice only.
2. There will be negative marking of 0.25 marks for each wrong answer in Computer Based Examination.
3. The questions will be set both in English & Hindi.

## Skill Test in Stenography :

S.NO.	Post	Language of Skill Test	Time Duration (in minutes)	Time Duration (in minutes) for the candidates eligible for scribe as per Para 7.1, 7.2 and 7.3 above
1	Stenographer Grade 'D'	English	50	70
2	Stenographer Grade 'D'	Hindi	65	90
3	Stenographer Grade 'C'	English	40	55
4	Stenographer Grade 'C'	Hindi	55	75

## Syllabus

### (A) General Intelligence & Reasoning :

It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

**(B) General Awareness :**

Questions will be designed to test the ability of the candidates' general awareness of the environment around him and its application to society. Questions will also be designed to test the knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, History, Culture, Geography, Economic scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

**(C) English Language & Comprehension :**

In addition to the testing of candidates' understanding of the English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc., his/ her writing ability would also be tested.

