

Syllabus :Non-academic posts**Basic English**

- Spot the error,
- fill in the blanks
- Synonyms, antonyms
- spelling/detecting mis-spelt words
- idioms & phrases
- one word substitution
- Improvement of sentences,

Basic Hindi

- लिंग, वचन, कारक, सर्वनाम, विशेषण, क्रिया, काल, परसर्ग,
- तदभव-तत्सम
- पर्यायवाची, विलोम
- अनेकार्थक, वाक्यांशोंकेस्थानपरएकशब्द
- संधिऔरसन्धिविच्छेद
- अशुद्धवाक्योंकोशुद्धकरना
- मुहावरेंऔरलोकोक्तियाँ
- रस, छंदअलंकार
- विरामचिन्होंकाप्रयोग

Maths

- Number System(HCF,LCM, Fractions, etc.)
- Time and Work
- Time and Distance
- Averages
- Percentage
- Profit and loss
- Ratio and Proportion
- Simple and Compound Interest


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Reasoning


- Coding and decoding
- statement conclusion
- Number Series
- Figural Series
- Problem Solving
- Numerical Operations
- Venn Diagrams,
- decision making
- similarities and differences
- relationship concepts,
- Space Visualisation
- figural classification

General Knowledge of MP

- Culture, Music and Dance of M.P
- Physical Geography (River mountain etc) of M.P
- Agriculture , Economy & Industry of M.P
- Contribution of Madhya Pradesh in Indian National movement,
- Monuments of M.P
- . Personalities, awards of M.P
- Political system in M.P.

Basic Computer Knowledge

- Characteristics of Computers
- Computer Organisation including RAM, ROM,
- Operating System
- , MS-Office (exposure of Word, Excel/spread sheet, Power point),
- Input-Output Devices


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