

Suggestive Syllabus for Objective-Type Written Test for the Contractual Post of Upper Division Clerk (UDC) in Population Research Centre

I. General English:

- ❖ Tenses
- ❖ Rearranging of Jumbled sentences
- ❖ Narration
- ❖ Models
- ❖ Articles
- ❖ Comprehension with blanks to be filled in with Phrases, Pronouns, Homonyms / homophones
- ❖ Clauses
- ❖ Synonyms and antonyms
- ❖ Pairs of words and their use in meaningful sentences
- ❖ Idioms and phrases
- ❖ Uses of Prepositions

II. General Knowledge and Current Affairs:

- ❖ Important dates in Indian History / Freedom struggle, different dates and events
- ❖ First in world (Adventure, Sports, Discoveries)
- ❖ First in India (Adventure, Sports, Discoveries)
- ❖ Popular names of Personalities (Religion, Politics, Scientific discoveries, Geographical, Sports, History)
- ❖ The Newspaper world – (Current Dailies & Weeklies of India)
- ❖ Books & Authors –General
- ❖ Languages
- ❖ Capitals & Currencies
- ❖ United Nations Organizations – Veto Powers ; Number of Countries as its Members ; Principal organs and their functions
- ❖ SAARC, ASEAN
- ❖ World famous Award - (In Science, Literature & Sports)
- ❖ National Awards - (In Science, Literature & Sports)
- ❖ The World of Sports.
- ❖ Climate & Crops in India
- ❖ Democratic institutions
- ❖ Forms of Government
- ❖ Political & Physical divisions of World & India
- ❖ Important Rivers & Lakes in India
- ❖ Current Events of National and International Level
- ❖ Role of Mathematics in Economics
- ❖ Agriculture in economic development; Industrialization and economic development
- ❖ Indian Foreign Trade
- ❖ New economic reforms and growth of foreign trade
- ❖ Inflation – Concept and types; Causes and consequences

III. General Science:

- ❖ Various sources of Energy; Conventional sources of energy; Improvement in technology for using conventional source of energy (Biomass and wind energy)
- ❖ Non-conventional sources of energy (Solar energy, Tidal energy)
- ❖ Mechanics, Rest, Motion, Velocities, Acceleration, Newton Laws of motion
- ❖ Voltage, Current, Resistance, Power, D.C. Batteries
- ❖ Waves, light as a wave, Sound waves, Transverse and longitudinal waves
- ❖ Structure of an Atom
- ❖ Solids, Liquids and Gases(Basic)
- ❖ Life processes: Nutrition and its types, Respiration, Transportation of water, food & minerals in plants
- ❖ Vitamins- Diseases related to vitamin deficiency
- ❖ Environmental pollution
- ❖ Ecosystem – Its components, Food chains and Food webs
- ❖ Ozone layer, its depletion, Green House Effect
- ❖ Importance of water in life

IV. Mental Ability Test

- ❖ Number series
- ❖ Letter series
- ❖ Coding decoding
- ❖ Direction sense
- ❖ Blood relations
- ❖ Mathematical reasoning
- ❖ Speed, Distance and Time
- ❖ Statements and conclusions
- ❖ Logical Reasoning
- ❖ Mental Reasoning

V. Domain Knowledge

- ❖ Office Practice and Secretarial Duties
- ❖ JK Service Conduct Rules
- ❖ Leave Rules
- ❖ RTI Act