Visakhapatnam Cooperative Bank Probationary Officer Exam Pattern

Serial Number	Name of the Tests	Number of Questions	Maximum Marks	Medium Of Exam	Time allotted for each test
1	General English	50	50	English	50 Minutes
2	Reasoning Ability, Computer Aptitude, and General Banking	50	50	English	50 Minutes
3	Quantitative Aptitude	50	50	English	50 Minutes
	Total	150 Questions	150 Marks		150 Minutes

Visakhapatnam Cooperative Bank PO (Assistant Manager) Syllabus

General English

- Conclusion
- Reading Comprehension
- Idioms and Phrases
- Passage Completion
- Word Formation
- Antonyms and Synonyms
- Error Correction
- Passage Correction
- Sentence Correction
- Verbal Ability
- Analogies
- Completion of Sentence
- Idioms & Phrases
- Verbal Reasoning
- Sentence Rearrangement
- Unseen Passages
- Comprehension
- Fill in the Blanks
- Vocabulary
- Theme detection
- Subject-Verb Agreement
- Syllogisms

Quantitative Aptitude

- Compound Interest.
- Ratio and Proportion.
- Square Root and Cube Root.
- Simple Interest.
- Partnership.
- Volume and Surface Area.
- Races and Games.
- Logarithm.
- Time and Distance.
- Height and Distance.
- Allegation or Mixture.
- Probability.
- Pipes and Cistern.
- Average.
- Stocks and Share.
- Time and Work.
- Chain Rule.
- Area.
- Surds and Indices.
- Numbers.
- Banker's Discount.
- Boats and Streams.
- Problems on Ages.
- Problems on H.C.F and L.C.M.
- Simplification.
- Permutation and Combination.
- Decimal Fraction.

Reasoning Ability

- Problem-solving
- Figure classification
- Differences
- Concepts
- Analysis
- Space visualization
- Similarities
- Discrimination
- Observation
- Judgment
- Decision making
- Arithmetical reasoning
- Analogies
- Relationship

- Visual memory
- Arithmetical number series
- Verbal

Computer Aptitude

- Basic Functionalities of MS-Office
- History and Future of Computers
- Software usage and names (MS Office, MS Excel)
- Operating System Basics
- Microsoft Publisher
- MS PowerPoint
- Shortcut Keyset
- Memory and storage device
- Basic Software & Hardware and their Functionalities
- Computer Shortcuts Key
- Parts of Computer
- Basics of Hardware and software
- Microsoft Access
- Computer Shortcuts / Computer Abbreviation
- Examples of Computer Devices
- Database Basics
- Networking
- Basic Knowledge of Internet Use
- MS Excel
- Microsoft One Note
- Difference between Input and Output Device
- Basic Internet Knowledge and Protocol
- History of Modern Computer
- Computer abbreviation
- Number System
- Computer Definition
- MS Project
- Basic Organization of Computer system
- Difference between Hardware and Software

General Banking

- Books & Their Authors
- Agriculture
- Indian Constitution Questions
- International Economy
- Current Affairs of last six months especially concerning Banking Industry
- History of Banking
- Marketing
- Questions on Indian Economy

- Countries / currencies
- UNO
- Banking Terms
- RBI Functions, Fiscal-Monetary Policies
- Awards & Honors Sports
- Finance