JaJpur District Court Syllabus || Get Junior Typist, Junior Clerk, Stenographer Exam Pattern @districts.ecourts.gov.in/jajpur

Jajpur District Court Exam Pattern 2019

(FOR THE POSTS OF JUNIOR CLERK-CUM-COPYIST)

	Subject	Marks	Duration of test.
Part-I	English	100	2 hours
	Arithmetic	100	2 hour
	General Knowledge	100	1 hour
Part-II	Computer Science Test (Practical)	100	1 hour
Part-III	Viva-Voce test	45	--

(FOR THE POSTS OF JUNIOR TYPISTS and STENOGRAPHERS GRADE- III)

	Subject	Marks	Duration of test
Part-1	English (Qualifying in nature)	100	2 hours
	Shorthand & Type test (for stenographers Gr-III)	50	15 minutes (5 minutes for taking dictation in shorthand and 10 minutes for Typing)
	Type writing test (for Typists)	50	10 minutes
Part-II	Computer Science Test (Practical)	100	1 hour
	Viva-voce test	35	

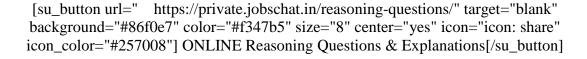**Syllabus For Each Subject Of The Written Test Shall Be as follows:**

1. English

- Transformation
- Passage completion
- Choosing the correct or incorrect sentence
- Spelling test

- Choosing the appropriate filler
- Active and Passive voice
- Double Synonyms
- Rearrangement of a sentence in paragraph
- A deriving conclusion from the passage
- Sentence completion
- Direct and Indirect Speech
- One word substitution
- Synonyms
- Vocabulary test
- Common errors
- Spotting errors
- Passage correction
- Antonyms
- Theme detection
- Idioms and phrases
- Sentence improvement
- Homonyms
- Reconstruction of sentences
- Comprehension

2. Arithmetic

- Simple and compound Practice
- Percentages
- Simple and Compound Interest
- Profits and loss
- Mixtures
- Vulgar fractions and Decimals
- HCF & LCM
- Problems on time, work
- Time and Distance
- Partnership
- Insurance
- Square and cubic measures
- Averages
- Rates and Taxes

[su_button url=" https://private.jobschat.in/reasoning-questions/" target="blank" background="#86f0e7" color="#f347b5" size="8" center="yes" icon="icon: share" icon_color="#257008"] ONLINE Reasoning Questions & Explanations[/su_button]

3. Computer Science

- File transfer
- Website searching or browsing and downloading e-mail

- Skill to print and save
- Programs of accounting
- Test formatting of the paragraph
- Insertion of table

4. For General Knowledge

- Indian Politics
- Chemistry
- Basic Computer
- Indian History
- Inventions in the World
- Sports
- Famous Days & Dates
- Indian Economy
- Physics
- Indian Parliament
- Geography
- Zoology
- Environment
- Indian Culture
- Famous Books & Authors
- Botany

[su_button url=" https://private.jobschat.in/gk-questions/" target="blank" background="#86f0e7" color="#f347b5" size="8" center="yes" icon="icon: share" icon_color="#257008"] Free GK Question & Answers[/su_button]

5. Viva-voce Test

- To test and access the suitability of a candidate for the post with particular reference to the candidates, alertness, general outlook and potential qualities.