

9	Panaji(7801), Anand(7011), Mehsana(7013), Vadodara(7002), Aurangabad(7202), Kolhapur(7203), Nagpur(7205), Nashik(7207), Pune(7208)	Ahmedabad(7001), Gandhinagar(7012), Rajkot(7006), Surat(7007), Amravati(7201), Jalgaon(7214), Mumbai(7204), Nanded (7206),	Western Region (WR)/ Dadra and Nagar Haveli and Daman and Diu, Goa, Gujarat and Maharashtra	Regional Director (WR), Staff Selection Commission, 1st Floor, South Wing, Pratishtha Bhawan, 101, Maharshi Karve Road, Mumbai, Maharashtra-400020 (www.sscwr.net)
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14.2 A candidate has to give option for three centres, in the order of priority, within the same region. No request for change of Centre will be considered later under any circumstances. Hence, the candidates should select the centers, carefully and indicate the same correctly in their applications.

14.3 The Commission reserves the right to cancel any Centre and ask the candidates of that centre to appear from another centre. Commission also reserves the right to divert candidates of any centre to some other Centre to take the examination.

15 **Scheme of Examination/Mode of Recruitment:**

The selection process shall consist of the following compulsory tests in the given order:-

Sl. No.	Tests/Exams	Maximum Marks/Qualifying
(i)	Computer Based Examination by SSC	100 Marks
(ii)	Physical Endurance & Measurement Tests (PE&MT) by Delhi Police	Qualifying
(iii)	Typing Test on Computer by Delhi Police	25 Marks
(iv)	Computer (Formatting) Test by Delhi Police	Qualifying

15.1 All candidates (Male & Female) shall be put through a Computer Based Examination of one and half hour (**90 Minutes**) duration to be conducted at different Centres.

15.2 The Computer Based Examination will consist of one objective type paper containing **100 Questions** carrying **100 marks**.

15.3 There will be **negative marking** of 0.50 marks for each wrong answer.

15.4 The question paper for Computer Based Examination will cover the following subjects and will be conducted in **HINDI and ENGLISH Only**:-

Subject		No. of Questions	Max. Marks
Part-A	General Awareness	20	20
Part-B	Quantitative Aptitude (Basic Arithmetic Skill)	20	20

Part-C	General Intelligence	25	25
Part-D	English Language (Basic Knowledge)	25	25
Part-E	Computer Fundamentals, MS Excel, MS Word, Communication, Internet, WWW and Web Browsers etc.	10	10
Total		100	100

- 15.6 No scribe will be provided to Persons with Disabilities (PwD) candidates for the examination.
- 15.7 The dates of examination indicated in the Notice are tentative. Any change in the schedule of examinations will be informed to candidates only through the website of the Commission.
- 15.8 There shall be no provision for re-evaluation/re-checking in the examination. No correspondence in this regard shall be entertained.
- 15.9 The Computer Based Examination will consist of Objective Type, Multiple choice questions only.
- 15.10 There will be negative marking of 0.50 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.
- 15.11 Marks scored by candidates in the Computer Based Examination will be normalized by using the formula published by the Commission *vide* Notice No: **1-1/2018-P&P-I dated 07-02-2019** and such normalized scores will be used to determine final merit and cut-off marks.
- 15.12 Tentative Answer Keys of the Computer Based Examination will be placed on the website of the Commission after the Examination. Candidates may go through the Answer Keys and submit online representations, if any, within the time limit given by the Commission, on payment of Rs 100/- per question. Any representation regarding the Answer Keys received through the online modality within the time limit fixed by the Commission at the time of uploading of the Answer Keys will be scrutinized before finalizing the Answer Keys and the decision of the Commission in this regard will be final. Representations on the matter received through any other modalities e.g. letter, application, email, etc. will not be entertained.

16 Indicative Syllabus for the Computer Based Examination:

- (A) **General Awareness:** Questions will be designed to test the candidate's general awareness of the environment around him/her and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to History, Culture, Geography, Indian Economy, General Polity, Indian Constitution, Scientific Research.

- (B) **Quantitative Aptitude:** Computation of Whole Number, Decimal and Fractions, Relationship between numbers, Percentages, Ratio and Proportion, Square roots, Averages, Interest (Simple and Compound), Profit and Loss, Discount, Partnership Business, Mixture and Alligation, Time and distance, Time and work, Basic algebraic identities of School Algebra and Elementary surds (simple problems) and Graphs of Linear Equations, Triangle and its various kinds of centres, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square Base, Trigonometry, Trigonometric ratios, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and distances, Histogram, Frequency polygon, Bar-diagram, Pie-chart.
- (C) **General Intelligence:** It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving analysis, judgment, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning. The topics are Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Classification, Symbolic/Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding and de-coding, Numerical Operations, Symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/pattern-folding & un-folding, Figural Pattern-folding and completion, Indexing Address matching, Date & city matching, Classification of centre codes/roll numbers, Small & Capital letters/ numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence, Other sub-topics, if any.
- (D) **English Language:** Spot the Error, Fill in the Blanks, Synonyms/ Homonyms, Antonyms, Spellings/ Detecting mis-spelt words, Idioms & Phrases, One word substitution, Improvement of Sentences, Active/ Passive Voice of Verbs, Conversion into Direct/ Indirect narration, Shuffling of Sentence parts, Shuffling of Sentences in a passage, Cloze Passage, Comprehension Passage.
- (E) **Computer Fundamentals, MS Excel, MS Word, Communication, Internet, WWW and Web Browsers etc.**

This paper will include questions on the following:

1. Elements of Word Processing (Word Processing Basics, Opening and closing Documents, Text Creation, Formatting the Text and its presentation features).
2. MS Excel (Elements of Spread Sheet, Editing of Cells, Function and Formulas)
3. Communication (Basics of E-mail, Sending/receiving of Emails and its related functions)