

NAME OF THE POST-JUNIOR ASSISTANT-II

SCHEME FOR TYPING TEST

a. Nature of Examination

Qualifying Examination only

b. Mode of Examination

Candidates will be evaluated for their typing proficiency in the computer.

The text for typing will be provided in the language chosen by the candidate.

The typing test will be conducted on computer in offline mode on MS word.

Candidates are advised to check that the MS office Software (MS-Office-MS Word) installed in your respective PC is working smoothly. In case of any problem in opening MS-Word software, you are advised to contact the examiner immediately for needful action. No further assistance will be provided during the Computer Typing Test.

c. Language of Examination: English or Hindi

Candidate can choose either English or Hindi for the test.

- (i) For the English Test conventional QWERTY Computer Keyboard will be provided.
- (ii) For the Hindi Test candidates are required to familiarize themselves with *Kruthi Dev Font* on the conventional English QWERTY Keyboard. There is no provision for other type of keyboard or font for this test.

d. Qualifying Speed for Typing Test

Qualifying Speed for English Typewriting test for 10-minute test: 35 w.p.m. on Computer.

OR

Qualifying Speed for Hindi Typewriting for 10-minute test: 30 w.p.m. on Computer.

e. Typing Speed

Typing speed:-
$$\frac{\text{Total correct typed words}}{\text{Time}}$$