

## I. INTRODUCTION

We are glad that you have applied in response to our advertisement for the Common Written Examination for recruitment of Clerical Cadre in 19 Public Sector Banks.

- This booklet contains details pertaining to various aspects of the examination you are going to take and important instructions about related matters. The assessment of answersheets will be done by a computerised machine, hence you should carefully read instructions regarding handling of the answersheet and the method of marking answers. You are advised to study this booklet carefully as it will help you in preparing for the examination.
- 2. Before appearing for the written examination you should strictly ensure yourself that you fulfill the eligibility criteria stipulated in the advertisment in all respects.
- **3.** Please note that since this is a competitive examination, you should, therefore, put in your best efforts in the examination.

## **II. GENERAL INSTRUCTIONS**

- 1. Particulars to be Noted : Please note carefully your Roll Number, Date of Exam., Time and Venue for the examination given in the call letter. Please also note that this call letter does not constitute an offer of employment by any bank.
- 2. Punctuality in Attendance : You should be present at the examination hall at least half an hour before the time given in the call letter. Candidates arriving late will not be permitted to enter the Examination Hall.
- 3. Call letter to be Surrendered : Bring this call letter alongwith the original e-receipt / CBS challan / NEFT receipt and photo identity proof in original and a photocopy with you when you come to the venue for the examination. Write your Roll No. & Registration no. on Original e-receipt/CBS Challan/NEFT Receipt as well as on the photocopy of photo identity proof. You will not be permitted to appear for the examination if you do not bring the call letter alongwith the original fee payment receipt (e-receipt / CBS challan / NEFT receipt) and photo identity proof in original and a photocopy. You will be required to put your right thumb impression and sign in the respective spaces provided on your call letter in the presence of the invigilator in the examination hall. You should hand over your call letter alongwith the e-receipt / CBS challan / NEFT receipt and photocopy of the photo identity proof duly stapled together to the invigilator in the examination hall, when he collects the call letters from the candidates. Please retain the counterfoil at the bottom of the call letter with you for your personal record.
- 4. Compliance with Instructions : You should scrupulously follow the instructions given by test administrators and the invigilators at all the stages of the examination for which you have been called. If you violate the instructions you will be disqualified and may also be asked to leave the examination hall.
- 5. Use of Books, Notes and Copying or Receiving/Giving Assistance Not Allowed : No calculator, separate or with watch, pagers, cellphones, books, slide rules, foot rules, note-books or written notes will be allowed inside the examination hall. Any candidate who is found either copying or receiving or giving assistance will be disqualified.
- 6. Sample Answersheet and How to fill information on it : There is a sample answersheet given at the end of this booklet. Fill in the required biodata and other information on this answersheet for your practice and bring it with you to the examination hall. You will get a similar answersheet in the examination hall, on which you will have to copy the biodata and other information already filled in by you on the sample answersheet. How to fill in the information on the answersheet is explained in this booklet elsewhere (at Sr. No. VI) and shown on the specimen answersheet.
- 7. Use of HB Pencil and Ball Pen : You should bring with you two HB pencils, a good quality eraser, a sharpener and a ball-point pen. You are advised to bring two pencils to avoid mending a pencil during the examination as you may lose time. Use ball-point pen for filling up the information only in boxes 1-10 on Side 1. Use HB pencil only, for filling up information in boxes 12-26 on side 1 of the answersheet and box 27 on side 2 of the answersheet. All the answers should also be marked by using HB pencil only.
- 8. Handling answersheet : Please handle your answersheet with extreme care and keep it dust free. If it is mutilated, torn, folded, wrinkled or rolled, it may not be evaluated by the machine.

Answersheets and question papers will be supplied by the IBPS. After the test is over, **you should hand over the answersheet and objective test booklet to the invigilator before leaving the room.** Any candidate who does not return the question booklet and/or answersheet or is found to attempt to take or pass on the question booklet or answersheet inside or outside the examination hall will be disqualified and IBPS may take further action against him/her.

9. Rough work to be done on the booklet : You should do all the necessary rough work on test booklet/question paper itself only. You SHOULD NOT do your rough work on the answersheet or any other paper. If any rough work is done on the answersheet, your answersheet will not be assessed.

- **10. One Single Answersheet :** For all the objective tests there will be a single answersheet.
- **11. Method of Showing Answers :** All your answers must be marked in the answersheet only. The method of indicating answers as described and illustrated ahead must be followed. If this is not done the answersheet will not be assessed by the computerised machine.
- 12. Write Roll No. on the Test Booklet: You should write your Roll No. in the space provided on the cover page of the test booklet. If you do not write your Roll No. on the test booklet your answersheet will not be assessed.
- 13. Information on the Answersheet : You should write all the information required on the answersheet such as Roll No., Registration no., Name, Test Form No., etc. If you do not write your Roll No., Registration no. Name and Test Form No., etc. and do not darken the respective ovals, your answersheet will not be assessed.
- **14. Travelling Allowance not admissible :** No travelling allowance or other expenses in connection with the examination will be paid.

#### **III. METHOD OF SHOWING ANSWERS**

How to show your answer : Each question is followed by answers which are numbered 1, 2, 3, 4 and 5. Select the most appropriate answer. Then by using HB Pencil blacken the oval bearing the correct answer number against the serial number of the question. For example, if the answer to Question Number 2 is answer number 5, it is shown as follows :

## 2. (1) (2) (3) (4) igodot

## DO NOT USE BALL PEN OR INK PEN TO MARK ANSWERS. USE ONLY HB PENCILS.

Please also note that you should not use an H, 2H/HH, 3H type of pencils. The marks made by such hard pencil will be too light and **will not be read by the computerised machine. So such hard pencils are NOT TO BE USED.** If you use too soft pencils like 2B/BB, 3B etc., your marks will be too dark. So when you want to change your answer by erasing the first one, there may be smudges or dark marks in place of the erased answer and around. So soft pencils are NOT TO BE USED. THEREFORE, USE ONLY HB PENCILS.

#### SOME WRONG METHODS OF MARKING ANSWERS :

Please DO NOT mark your answers or fill up information by using different methods of marking as illustrated below :

(Use of Line Mark)	1	2	Ø	4	5
(Half filled oval)	1	۲	3	4	6
(Marks outside the oval)	1	0	3	4	5

In all the above cases, though you may have shown your answer, **it may not be read** by the machine because of wrong method of showing the answer.

#### **VERY IMPORTANT**

Answers shown only by blackening an oval by HB pencil will be accepted.

Please note that the oval should be dark enough and should be filled in as completely as possible. You need not make special efforts to darken any oval artistically.

How to change your Answer : If you wish to change your answer ERASE completely the already darkened oval by using good quality eraser and then blacken the new oval bearing your revised answer number.

While changing the answer, erasing the earlier answer completely is extremely essential. If it is not erased completely, smudges will be left on the erased oval as shown below and the question will be read as having two answers and will be ignored for giving any credit.

## 0 2 0 6 5

(Smudge left in oval No. 3 due to bad eraser and the fresh answer in oval No. 4 will be read as two answers 3 & 4 and therefore no credit will be given even if the answer No. 4 happens to be the correct answer.)

## **IV. IMPORTANT POINTS TO REMEMBER**

- 1. The machine first reads the Test Form No. on side 1 in Box No. 14 of the answersheet and then evaluates your answers as per the correct answers of questions in that form. Therefore, you MUST SHOW YOUR TEST FORM NO. CORRECTLY BY FILLING THE CORRECT OVALS BY HB PENCIL.
- 2. IMPORTANT : Your answersheet MAY NOT be assessed if you ----
  - (i) Do not darken the corresponding ovals to your Roll Number in Box 13.
  - (ii) Do not darken the ovals corresponding to your Registration Number in Box 15.
  - (iii) Do not follow the proper method of indicating the answers i.e. darkening the ovals.

- 3. Your answersheet may also not be assessed
  - (a) If you do the rough work on the answersheet.
  - (b) If you do not write your Roll No. on the Test Booklet.
  - (c) If you do not write all the information required on the answersheet.
  - (d) If you do not handle your answersheet carefully.
- 4. You are advised to bring with you the following things :-
  - (i) Call letter with your recent passport size photograph affixed thereon.
  - (ii) Original e-Receipt / CBS challan / NEFT Receipt.
  - (iii) Photo identity proof such as Passport/PAN Card/ Driving License/Voter's Card/Bank passbook with photograph/Photo Identity Proof issued by a Gazetted Officer or People's Representative/ Identity card issued by colleges affiliated to Recognised Universities in original as well as a photocopy.
  - (iv) Completely filled in biodata information on the sample answersheet provided at the end of this booklet.
  - (v) Two HB Pencils, a pencil sharpener and a good quality eraser.
  - (vi) One ball point pen.
- 5. When START signal for Written Test is given, do not waste your time in first reading all the questions as is done in the School/College/University examinations. Since these questions are of objective type, read a particular question and immediately mark your answer on the answersheet. In case you find a particular question difficult, skip the question and go on to the next question. The question so skipped may be solved at the end, if time is available.
- 6. In the examination hall when the invigilator asks you to tear open the wrapper of the test booklet, **open the booklet only along right hand edge. DO NOT remove the staples** of the test booklet which are at the left hand side. Immediately after **opening the test booklet along right hand edge**, verify that all the questions are properly printed in your booklet and then begin answering the test. In case the test booklet is defective, get it replaced by another test booklet bearing the same Test Form No. Till the invigilator replaces your test booklet continue answering other questions which are not defectively printed so that you do not lose time while the replacement of the defective booklet is being done.
- 7. If the question is skipped care should be taken while marking the answer of the next question. It should be marked against the appropriate question serial number leaving blank the answer spaces for the skipped questions.
- 8. No extra time will be given for darkening the ovals after the time for the objective tests is over and the 'STOP' Signal is given.
- 9. You are advised in your interest to apportion the time given judiciously and not to utilise too much time on a particular test(s) at the cost of some other tests.

## **IMPORTANT :**

At the time of written examination, if a candidate is (or has been) found guilty of - (i) using unfair means during the examination or subsequent selection procedure or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet (or any part thereof) / answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/her candidature for selection or (v) obtaining support for his/her candidature by unfair means, such a candidate may, in addition to rendering himself / herself liable to criminal prosecution, be liable:

To be disqualified from the examination for which he/she is a candidate.

To be debarred either permanently or for a specified period from any examination conducted by IBPS.

The IBPS would be analyzing the responses of a candidate with other candidates to detect patterns of similarity, if as per the laid down procedure, it is suspected that the responses have been shared and scores obtained are not genuine/vaild, the IBPS reserves right to cancel his/her candidature.

You will not be allowed to appear for the Written Examination without the documents listed below :

- (i) Call letter with your recent passport size photograph affixed thereon.
- (ii) Original e-Receipt / CBS challan / NEFT Receipt.
- (iii) Photo identity proof in original as well as a photocopy.

## **VI. WRITTEN EXAMINATION**

In the written examination there will be objective type of tests viz.

#### **OBJECTIVE TESTS**

Sr. No.	Name of the Test	No. of Ques.	Max. Marks (Weightage)	Time Allotted
(1)	Reasoning	50	50	
(2)	English Language	50	50	Composite
(3)	Numerical Ability	50	50	Time of
(4)	General Awareness with special reference to the Banking Industry	50	50	150 minutes
(5)	Computer Knowledge	50	50	
	Total	250	250	

The candidates shall be required to qualify in each test as per cut-off marks determined on the basis of performance in each test. A Candidate failing to obtain the minimum in each test will not be sent a score card.

THERE WILL BE PENALTY FOR WRONG ANSWER MARKED BY YOU IN THE OBJECTIVE TESTS. There are five alternatives in every question of a test. For each question for which a wrong answer has been given by you, one-fourth or 0.25 of the marks assigned to that question will be deducted as penalty. If for any question you give more than one answer, it will be treated as wrong even if one of the given answers happens to be right and there will be the same penalty as above for that question. If a question is left blank, i.e. no answer is given by you, there will be no penalty for that question. If the total of the penalty for a test is in fraction, the marks obtained will be rounded off to the nearest integer. YOU SHOULD THEREFORE BE CAREFUL IN MARKING YOUR ANSWERS.

#### SAMPLE QUESTIONS

#### **OBJECTIVE TESTS**

Below are given some sample questions for the objective type tests. The types of questions are only illustrative and not exhaustive. In actual examination you may find questions on some or all of these types and also questions on the types not mentioned here.

#### **TESTI: REASONING**

This is a test to see how well you can think. It contains questions of various kinds. Here are some sample questions. Directions : In each of the following questions, there is a group of letters or words given. Four of the five are alike in a certain way, while one is different. Find out the one which is different.

	Q.1.	(1) black	(2) red	(3) green	(4) yellow	(5) paint
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Of the five, 'black', 'red', 'green', and 'yellow' form a group as they are names of colours. 'Paint' is not the name of a colour. Therefore (5) is the answer.

Now try to solve the following question.

**Q.2**. (1) XZ (2) MN (3) PQ (4) BC (5) ST

Following are the questions based on analogy.

Q.3.	"Foot" is related to	"Man" in the sam	e way as "Hoof" i	s related to
	(1) Leg	(2) Horse	(3) Dog	(4) Boy

In the above example, with which one of the five, "Hoof" has the same relationship as "Foot" has to "Man"? The answer is "Horse", which is answer number (2).

Now try the following question.

Q.4. "Day" is related to "Night" in the same way as "Kind" is related to ---

(1) Cruel (2) Bright (3) Dark (4) Generous (5) Gratitude

Now try the following questions.

- Q.5. If the letters in the word TOPS can be rearranged to form a meaningful word beginning with O, the last letter of that word is your answer. If more than one such word can be formed, M is the answer and if no such word can be formed. X is the answer.
  - (1) T (2) P (3) M (4) S (5) X
- Q.6. Some leaders are dishonest. Satyapriya is a leader. Which of the following inferences definitely follows from these two statements ? (1) Satyapriya is honest
  - (2) Satyapriya is dishonest
  - (3) Some leaders are honest
- (4) Leaders are generally dishonest

(5) Shoe

(5) Satyapriya is sometimes dishonest

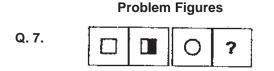
## There may also be problems in the form of figures, designs and drawings. These may be of three types :

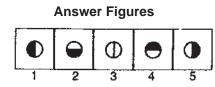
## 1. Analogies 2. Classification and 3. Series

#### 1. Analogies :

In these questions, there are two sets of figures. the 'Problem Figures' and the 'Answer Figures'. The Problem Figures are presented in two units. The first unit contains two figures and the second unit contains one figure and a question mark in place of the fourth figure. You have to find out which one of the Answer Figures should be in place of the question mark.

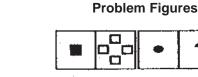
Study the following questions based on Analogies.



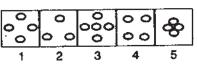


Look at the first two Problem Figures. The second figure is related to the first figure in a certain way. The first figure is a square. In the second figure, the square has been bisected by a vertical line and the right half has been darkened.

The third and fourth figures should have the same relationship as the first and the second have. The third figure is a circle, so in the fourth figure, the circle should be bisected by a vertical line and the right half should be darkened. Answer Figure 5 is related to the third Problem Figure in this way. Therefore the answer is "5".

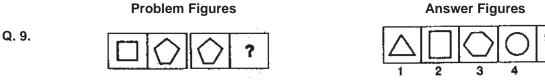






Study the first and the second figures in the Problem Figures. The first figure is a darkened square and in the second figure, there are four squares, not darkened, arranged in a particular way. That means the elements in the second figure are four times the elements in the first figure and are not darkened. In addition, the four squares are arranged in a specific way and are not touching one another.

The third figure is a darkened circle. Therefore, the fourth figure should have four circles which are not darkened, arranged in the same way as in the second figure. Now look at the Answer Figures. You will find that figure 1 consists of four circles which are not darkened arranged in a similar way. Therefore, the answer is "1".



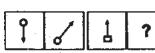
Study the first and the second figures in the first unit of the Problem Figures. The first figure is made up of four lines and the second figure is made up of five lines. That means the second figure has one line more than the first figure. The third figure in the second unit has five lines. Therefore, the fourth figure should have six lines i.e. one more than the third. Now look at the Answer Figures. You will find that figure 3 is made up of six lines. Therefore, the answer is "3".

Now, attempt the following questions. (Correct answers to all the unexplained questions are given later in this booklet).

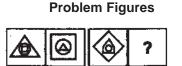


Q. 10.

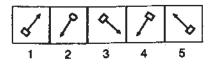
Q. 8.



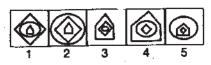




**Answer Figures** 



**Answer Figures** 



## 2. Classification :

Study the following questions based on classification.

#### Problem-cum-Answer Figures



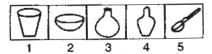


In classification, the Problem Figures are also the Answer Figures. Out of the five figures 1, 2, 3, 4 and 5, four are similar in a certain way and so form a group. One figure is not like the other four. The question is which one of the figures does not belong to this group.

For example, look at the example at Q. No. 12. Of the five figures, four figures are such that in each of them, there are two similar figures, one within the other. These four figures form a group. Figure 1 is unlike this and so does not belong to this group. Therefore the answer is "1".

#### Problem-cum-Answer Figures





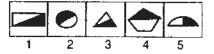
Study the five figures of Q.13. The first four figures form a group as they represent different types of containers while the fifth figure, a spoon, does not represent a container. Therefore the answer is "5".

Now attempt the following questions.

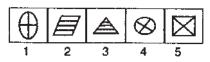
Problem-cum-Answer Figures



Q. 15.



Problem-cum-Answer Figures

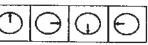


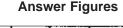
#### 3. Series (I)

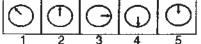
Study the following problems based on series.

#### **Problem Figures**







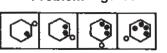


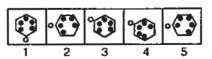
Note that the four figures given first at the left are called Problem Figures. The five figures given next are called Answer Figures. They are indicated by numbers 1, 2, 3, 4 and 5.

The four Problem Figures make a series. That means they change from left to right in a specific order. The question is "if the figures continue to change in the same order, what should the fifth figure be"? In the example above, as you go from left to right, you find that the arrow inside the circle keeps rotating at 90° in the clockwise direction. The question is, "if the arrow continues to rotate by the same amount in the clockwise direction, what will be its next, i.e. fifth position"? The answer is that it should point towards the top in the fifth figure. Answer Figure 2 shows this position of the arrow. Therefore, the answer is "2".

**Problem Figures** 



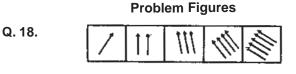




**Answer Figures** 

Look at Q.17 carefully. You will see two different things happening here. When you move from left to right, the number of black dots inside the hexagon is increasing by one everytime in the anti-clockwise direction. But note that the white dot is moving in the clockwise direction. In the fifth figure, the white dot should be at the upper left corner of the hexagon. Only Answer Figure 3 has both-one black dot getting added at the lower left corner and the white dot moving to the upper left corner. So, the answer is "3".

# Note that there can be questions with five Problem Figures in the series type of questions. For example, study the Problem Figures in Q. No. 18.

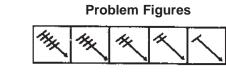


Answer Figures

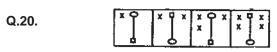
Note that the number of arrows is increasing by 1 everytime and that they are gradually falling towards the left. In the sixth figure there should be six arrows and they should fall further and be lying flat, i.e. they should be horizontal. The answer, therefore, is "5".

Now solve the following questions.

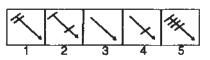
Q. 19.



**Problem Figures** 



Answer Figures



Answer Figures

X O X X X X D	X D X	x 0 x x x x	X X X	x Q x x X x x
1	2	3	4	5

## **TEST II : ENGLISH LANGUAGE**

This is a test to see how well you 'know' English. Your English language ability would be tested through questions on grammar, vocabulary, sentence completion, synonyms, antonyms, comprehension of a passage, etc. Study and answer the sample questions given below. Please remember, in the test paper there may be questions of several other types also.

<b>Directions</b> : Pick out the most appropriate word from amongst the words given below each sentence to complete it						
	meaningfully.					
0.21	He quickly glanced	the book to find what it said about the Indian economy				

Q.21.		-	the book to fir		-				
	(1) at	(2) throug	h (3) in	(4) to	(5) over				
The co	orrect answer is	s "through" which is a	inswer No. 2.						
Q.22.	The couns	sel urged the court to	o dov	vn the obnoxious lav	V.				
	(1) enact	(2) enfor	ce (3) cancel	(4) strike	(5) declare				
Q.23.	The local	official	the Minister of the	e situation.					
4.201	(1) explai			(4) told	(5) intimated				
Direct	<ul> <li>(1) explained</li> <li>(2) warned</li> <li>(3) apprised</li> <li>(4) told</li> <li>(5) intimated</li> <li>Directions: Read each sentence given below to find out whether there is any grammatical error in it. The error, if any, will be in one part of the sentence. The number of that part of the sentence is your answer. If there is no error, the answer is '5'.</li> <li>(Ignore errors of punctuations, if any)</li> </ul>								
Q.24.	I am twen (1)	ty / two years old / (2)	when I first / joined t (3)	he bank. (4)	No error (5)				
The e	rror is in (1). Th	erefore the answer i	s '1'.						
Q.25.		s / the Ganga is / (2)	holier than / any other (3) (4)	river.	No error (5)				
	(1)	(4)	In this question, there is no error; Hence the right answer to this question is '5'. Now attempt the following question.						
	question, there	e is no error; Hence	the right answer to this	question is '5'.					
	question, there attempt the follo Of all the t	e is no error; Hence wing question. teachers / in our so	hool / our class teach	er / were very strict	. No error				
Now a	question, there ittempt the follo	e is no error; Hence wing question. teachers / in our so	hool / our class teach						
Now a <b>Q.26.</b>	question, there attempt the follo Of all the t (1) tions : In eac	e is no error; Hence wing question. teachers / in our sc ) (2)	hool / our class teach (3) uestions select from a	er / were very strict (4)	. No error				
Now a Q.26. Direct	question, there attempt the follo Of all the t (1) tions : In eac	e is no error; Hence wing question. teachers / in our so ) (2) h of the following q ng of the word given	hool / our class teach (3) uestions select from a in capitals.	er / were very strict (4) mongst the five alte	. No error (5)				

**Directions :** In each of the following questions, select from amongst the five alternatives, the word **most opposite** in meaning of the word given in capitals.

Q.29.	LIVELY (1) simple	(2) weak	(3) dull	(4) angry	(5) moron
Q.30.	INADVERTENT (1) adequate	(2) available	(3) sluggish	(4) negligent	(5) intentional

In addition to the above questions, there will be a passage in English for comprehension. You will be asked questions based on the passage.

#### TEST III : NUMERICAL ABILITY

This test is to measure how fast and accurate you are in dealing with numbers.

**Directions :** In each of the following questions one number is missing. The place where the number is missing is shown by a question mark (?). You have to find out which one of the answers shown against 1, 2, 3 and 4 can replace the question mark. If none of these four can replace the question mark, you will indicate (5) i.e. 'None of these' as your answer.

Q.31.	42 + 73 + 137 = (1) 352	= ? (2) 252	(3) 242	(4) 142	(5) None of these
<b>Q.32</b> .	$20 \times \frac{1}{2} = ?$ (1) 4	(2) 5	(3) 12	(4) 20	(5) None of these

The correct answer for Q.32 is 10. But none of the 1, 2, 3, or 4 shows this answer. Therefore your answer is 5.

Some of the questions may require arithmetical reasoning. For example :

Q.33.	At 10 Rupees each, how many rupees will 6 apples cost ?						
	(1) 6	(2) 10	(3) 60	(4) 61	(5) 610		
Q.34.	4. Which of the following can be exact multiple of 4?						
	(1) 27114	(2) 58204	(3) 48402	(4) 32286	(5) None of these		
0 35	If the profit made b	v colling a pop for Po	10 is as much as its o	act what is the cast p	rice of the new 2		

**Q.35.** If the profit made by selling a pen for Rs.10 is as much as its cost, what is the cost price of the pen? (1) 3/- (2) 5/- (3) 10/- (4) 20/- (5) None of these

#### TEST IV : GENERAL AWARENESS WITH SPECIAL REFERENCE TO THE BANKING INDUSTRY

This test is designed to measure your awareness about the past and present events, socio economic developments as well as awareness about developments in the Banking Industry etc.

Q.36. Which of the following financial institutions has introduced the 'Know Your Customer' guidelines for Banks?

(1) IDBI (2) RBI (3) NABARD 4) SIDBI (5) None of these

Q.37. Which of the following sectors contributes the maximum in deciding the growth in income of the states in India?

(1) Energy	(2) Tourism	(3) Service	(4) Transport	(5) Agriculture

Q.38.Headquarters of which of the following nationalised Banks is not situated in Maharashtra state ?(1) Dena Bank(2) Central Bank of India(3) Bank of India(5) United Bank of India

#### **Q.39.** Who among the following is the current Prime Minister of India ?

(1) Dr. A. P. J. Abdul Kalam (2) Dr. Manmohan Singh (3) Mrs. Sonia Gandhi

(4) Shri Atal Bihari Vajpayee (5) None of these

#### **TEST V : COMPUTER KNOWLEDGE**

- --

This test is designed to measure your computer knowledge.

Q.40.	<b>40.</b> is an output device of a computer.						
	(1) Printer	(2) CPU	(3) Monitor	(4) Keyboard	(5) CD		

Q.41.	What is the full form (1) Random Adapt (4) Random Acces	ive Mouse	<ul><li>(2) Random Adaptive</li><li>(5) None of these</li></ul>	Memory	(3) Random Access Memory
Q.42.	Pick the odd man ( (1) Monitor	out. (2) Keyboard	(3) Floppy drive	(4) Window	s (5) Hard-disk drive
Q.43.	Which of the follow (1) A +	ing is a popular Cor (2) BA +	mputer Language ? (3) C++	(4) CA+	(5) None of these

There may be some other types of questions also.

There will be a single answersheet for all the objective tests.

Now follow the correct method of showing your answer with an HB pencil and mark your answers to all the 43 questions given so far in this booklet on the specimen answersheet given below. This will give you practice in correctly marking your answers. Answers to first four questions have been marked for you.

#### Specimen Answersheet for 'Practice questions'.

$\begin{array}{c} 1 & (1 & (2 & (3 & (4 & (6 & (5 & (5 & (5 & (5 & (5 & (5 & (5$	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	$\begin{array}{c} 31 \\ \bigcirc \\ 0 \\ 32 \\ \bigcirc \\ 0 \\ 33 \\ \bigcirc \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0$	41       ①       ②       ④       ⑤         42       ①       ②       ③       ④       ⑤         43       ①       ②       ③       ④       ⑤
8 (1) (2) (3) (4) (5) 9 (1) (2) (3) (4) (5) 10 (1) (2) (3) (4) (5) 10 (1) (2) (3) (4) (5)	18 (1 (2) (3) (4) (3) 19 (1 (2) (3) (4) (5) 20 (1 (2) (3) (4) (5) 20 (1 (2) (3) (4) (5)	28 (1) (2) (3) (4) (5) 29 (1) (2) (3) (4) (5) 30 (1) (2) (3) (4) (5)	38 (1) (2) (3) (4) (5) 39 (1) (2) (3) (4) (5) 40 (1) (2) (3) (4) (5)	

Correct answers to all these 43 sample questions are given below. You may check your answers against them.

Questions	Answers	Questions	Answers	Questions	Answers	Questions	Answers
1	5	13	5	25	5	37	5
2	1	14	4	26	4	38	5
3	2	15	3	27	5	39	2
4	1	16	2	28	1	40	1
5	4	17	3	29	3	41	3
6	3	18	5	30	5	42	4
7	5	19	3	31	2	43	3
8	1	20	1	32	5		
9	3	21	2	33	3		
10	4	22	4	34	2		
11	5	23	3	35	2		
12	1	24	1	36	2		

## VI. HOW TO FILL IN YOUR BIODATA INFORMATION ON THE ANSWERSHEET :

## Important

- (1) The information is to be filled in by you in boxes 1-10 and 12-26 on Side 1 and in box 27 on Side 2 of the answersheet.
- (2) You have to fill in information in boxes 1-10 by using ball point pen.
- (3) Information in boxes 12-26 on side 1 and 27 on side 2 is to be filled up by using HB pencil only.

How to fill in the information is explained with the help of an example given below : (Filled in Side 1 of the Specimen Answersheet is also enclosed).

REMEMBER this is ONLY an example for your guidance. You have to fill up YOUR OWN information on your answersheet.

Name of the Candidate	:	SWATI VILEKAR
Date of Examination	:	27.11.2011
Session of Exam	:	9.00 a.m.
Organization	:	IBPS
Roll No. of the Candidate	:	1710700256
Registration No. of the candidate	:	2000431579
Centre for Examination	:	Mumbai
Category	:	General
Date of Birth	:	24.12.1988
Sex	:	Female
Religion	:	Hindu

#### **Qualifications :**

Exam. Passed	Place of School/College	Board/ University	Percentage of marks	Medium of Instruction
S.S.C.	Metropolis	C.B.S.E.	68	Marathi
H.S.C.	Metropolis	C.B.S.E.	72	English
B.Com.	Metropolis	Delhi University	65	English

Annual Family Income : `4,75,000

Parental Education : Father – Graduate

Mother – Graduate

Now please refer to the enclosed Specimen Answersheet while reading the following description.

#### Side 1

Full Name of the Candidate (Box No. 1) : You have to write in capitals your full name in English. See how the candidate has written her name in the space provided by using ball-point pen.

**Other information (Box No. 2 to 6) :** You will find that the information asked for in the boxes from 2 to 6 can be filled in easily. Fill in this information by using ball-point pen.

**Test Booklet Serial Number, Test Battery Number and Test Form Number (Information required in Boxes 7-9) :** Test Booklet Serial Number, Test battery Number and Test Form Number (information required in Boxes 7-9) are printed on the test booklet. You have to copy these numbers using ball point pen from the test booklet on the answersheet which you will receive at the time of examination.

#### Candidate's Signature (Box No. 10) : Please put your signature using ball point pen.

## USE HB PENCIL FROM BOX NO. 12 ONWARDS

**Candidate's Name (Box No. 12) :** There is a row of 10 boxes for writing the name. Just below each box you will find a column of 26 ovals each containing a English letter of the alphabet. The top oval in each contains a letter 'A' whereas the last oval bears 'Z'. See how the candidate has written her name in capitals by entering one letter in each box using HB pencil, and has blackened the appropriate oval under each box. Please note that the candidate has left one box and respective column of ovals blank between two parts of her name. **If your name contains more letters write only the first letters which you can accommodate in the Boxes provided.** 

**Candidate's Roll Number (Box No. 13) :** You will be assigned a 10 digit Roll Number. There is a row of 10 boxes provided to write the Roll Number. Just below each box there are 10 ovals numbered from 1 to 9 and 0. See how the candidate has written her Roll Number in the boxes, entering one digit in each box by using HB pencil and has blackened the appropriate oval under each box. You have to write your Roll Number on the test booklet also in the space provided for it.

**Test Form No. (Box No. 14) :** You will have to write the test form number (3 digits) under item 14. Write each of the digits in the boxes provided and blacken the appropriate ovals by HB pencil.

**Candidate's Registration No (Box No. 15) :** At the time of online registration you were assigned a 10 digit Regisration Number which has also been mentianed on the call letter. There is a row of 10 boxes provided to write the Registration Number. Just below each box there are 10 ovals numbered from 1 to 9 and 0. See how the candidate has written her Registration Number in the boxes, entering one digit in each box by using HB pencil and has blackened the appropriate oval under each box.

Version of the Test Used (Box No.16) : Tests of Reasoning, Numerical Ability, General Awareness with Special Reference to the Banking Industry and Computer Knowledge are printed both in Hindi and English. You have a choice of referring the tests in either of the languages. Indicate in the box if the language to which you are referring is Hindi.

**Date of Birth (Box No. 18) :** Date of birth of this candidate is 24.12.1988. See how the candidate has entered the date, month and the year in the boxes and darkened the appropriate ovals correctly. If the date or the month happens to be single digit you should indicate this by prefixing 'zero'.

**Discipline Faculty (Box No. 19) :** Under 'discipline' the candidate has to mark his/her Faculty of Study. viz. Arts, Science, Commerce, Engineering and Technology or Management. If the faculty studied by you is other than these, then indicate as 'others'. The candidate in our example has studied 'Commerce' at both the levels, viz. HSC and Degree.

**Medium of Instruction (Box No. 20) :** In this box, the information about medium of instruction at various levels of study, viz. SSC, (X Std.), HSC (XII Std.), Graduation (DEGREE) and Post Graduation (PG) is to be indicated. The language codes are given below :

Code	Language	Code	Language	Code	Language	Code	Language
11	Assamese	15	Hindi	19	Marathi	23	Sindhi
12	Bengali	16	Kannada	20	Oriya	24	Tamil
13	English	17	Kashmiri	21	Punjabi	25	Telugu
14	Gujarati	18	Malayalam	22	Sanskrit	26	Urdu

The candidate in our example has studied in Marathi Medium at SSC level whereas from HSC onwards upto Graduation, her medium of instruction was English. Therefore, she has written Code 19 under SSC and Code 13 under HSC and Degree. Also she has blackened the appropriate ovals in the column below each box.

**Percentage of Marks (Box No. 21) :** In this box percentage of marks obtained at each level of examination (rounded off to two digits) is to be indicated. For each level of examination, two boxes for writing two digits have been provided. Under each boxed space, 10 ovals ranging from 1 to 9 & 0 have been provided for blackening the appropriate oval. In case grades are given by an examining agency, convert the same into equivalent percentages and indicate as above.

**Place of School/College (Box No. 22) :** In this box, the candidate has to indicate, by blackening the appropriate oval, her/his place of study (Village, Tehsil, District, State Capital, Metropolis) for each level of examination (SSC, HSC, Degree, PG).

**Annual Family Income (Box No. 23) :** See how the candidate has blackened the appropriate oval indicating her family income.

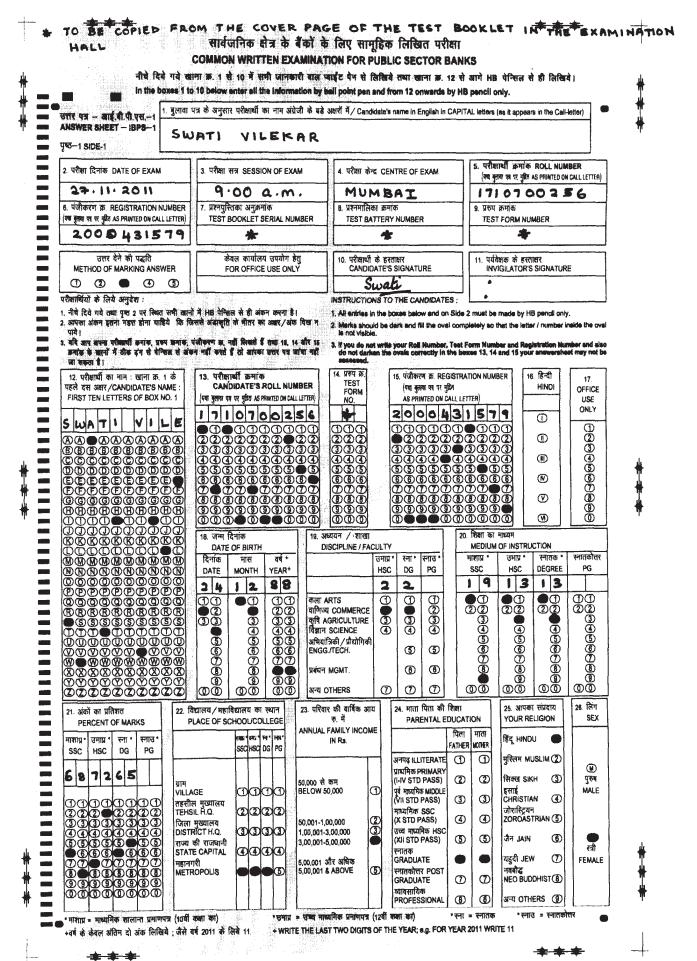
**Parental Education (Box No. 24) :** In this box the column 1 indicates level of education, column 2 and 3 are for indicating father's and mother's education respectively. Note how the candidate has blackened the respective ovals using **HB Pencil**.

**Religion (Box No. 25) :** In this box indicate your religion by darkening the appropriate oval using HB pencil. See in the specimen answersheet, how the candidate has darkened the respective oval.

Sex (Box No. 26) : See how the candidate has blackened the appropriate oval using HB Pencil.

Side 2 :

**Roll Number (Box No. 27) :** You should write your Roll Number by HB pencil in this box at the left hand bottom corner of Side 2 of the answersheet.



• • •						<del>के के के</del> पृष्ठ-2 SIDE-2	
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	ा पत्र के अनुसार परीक्षार्थी का नाम अंग्रेजी के बड़े :	अक्षरों में ∕ Candidate's name in English in CAPI'	FAL letters (as it appears in the Call-letter)
पृष्ठ–1 SIDE-1			
2. परीक्षा दिनांक DATE OF EXAM	3. परीक्षा सत्र SESSION OF EXAM	4. परीक्षा केन्द्र CENTRE OF EXAM	5. परीक्षार्थी क्रमांक ROLL NUMBER (यथा बुलावा पत्र पर मुद्रित AS PRINTED ON CALL LET
6. पंजीकरण क्र. REGISTRATION NUMBER	7. प्रश्नपुस्तिका अनुक्रमांक	8. प्रश्नमालिका क्रमांक	9. प्ररुप क्रमांक
(यया बुलाया एव पर मुद्रित AS PRINTED ON CALL LETTER		TEST BATTERY NUMBER	TEST FORM NUMBER
उत्तर देने की पद्धति METHOD OF MARKING ANSWER	केवल कार्यालय उपयोग हेतु FOR OFFICE USE ONLY	। 10. परीक्षार्थी के हरताक्षर CANDIDATE'S SIGNATURE	11. पर्यवेशक के हरताक्षर INVIGILATOR'S SIGNATURE
000000			
परीक्षार्थियों के लिये अनुदेश : 1. नीचे दिये गये तथा पृष्ठ 2 पर स्थित सभी र	ानों में HB पेन्सिल से ही अंकन करना है। जिससे अंडाकृति के मीतर का अक्षर/अंक दिख न	INSTRUCTIONS TO THE CANDIDATES : 1. All entries in the boxes below and on Side	2 must be made by HB pencil only.
पाये।	जिससे अंडाकृति के मीतर का अक्षर/अंक दिख न . पंजीकरण क्र. नहीं लिखते हैं तथा 13, 14 और 15	2. Marks should be dark and fill the oval com is not visible.	
उ. याद जांच बंदगा राजाया झगाए, प्रण झगा इमांक के खानों में ठीक ढ़ंग से पेन्सिल से जा सकता है।	, रजाकरन के, नवा तरखत व तथा के, वि जारा कि प्रकन नहीं करते हैं तो आपका उत्तर पत्र जांचा नहीं	<ol> <li>If you do not write your Roll Number, Test do not darken the ovals correctly in the bo assessed.</li> </ol>	Form Number and Registration Number an xes 13, 14 and 15 your answersheet may
12. परीक्षार्थी का नाम : खाना क्र. 1 के पहले दस अक्षर /CANDIDATE'S NAME :	13. परीक्षार्थी क्रमांक CANDIDATE'S ROLL NUMBER	14. प्ररुप क्र.           TEST           FORM           (यया बुनावा पत्र पर मुद्धेत	HINDI
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