MADHYA PRADESH RAJYA SAHAKARI BANK MYDT.

ON-LINE EXAMINATION - RECRUITMENT OF ASSISTANT MANAGER (MULTIPURPOSE) AND ASSISTANT MANAGER (SECURITY) MAIN ONLINE EXAM

INFORMATION HANDOUT

This handout contains details pertaining to various aspects of the online exam you are going to undertake and important instructions about related matters. You are advised to study the handout carefully as it will help you in preparing for the examination.

The on-line examination will comprise the following objective type multiple choice tests as stated below :

Sr. No.	Name of Test	No. of Question	Maximum Marks	Duration
1	Reasoning & Computer Aptitude	40	50	**40 Minutes**
2	General/Economy/Banking Awareness	40	50	**20 Minutes**
3	English Language	40	50	**40 Minutes**
4	Data Analysis & Interpretation	40	50	**40 Minutes**
	Total	**160**	**200**	**140 Minutes**

Candidate will have to obtain minimum 30% marks in English language and minimum 40% marks out of total marks in the Main Online exam (Phase II) to be considered as passed / qualified.

The time for the test is 140 minutes; however you may have to be at the venue for approximately 200 minutes including the time required for logging in, collection of the call letters, going through the instructions etc. All tests except test of English Language will be provided in English and Hindi. Each tes is separately timed. You can attempt any question at any point of time only within 20/40 minutes as provided for respective part. All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **You have to select the most appropriate answer and 'mouse click' that alternative which you feel is appropriate/ correct. The alternative/ option that you have clicked on will be treated as your answer to that question. There will be penalty for wrong answers marked by you. For every wrong answer marked by you, 1/4th of the marks assigned to that question will be deducted as penalty.**

Please note that the types of questions in this handout are only illustrative and not exhaustive. In the actual examination you will find questions of a higher difficulty level on some or all of these types and also questions on the types not mentioned here.

Please Note : Due to some administrative reasons, the preliminary exam has been abolished and now will be conducted in a single phase i.e. it will now be direct Main online examination. The details about the examination have been given in the Information Handout.

Some sample questions are given below.

Reasoning & Computer Aptitude

This is a test to see how well you can think and also to judge your aptitude/ knowledge for working with computer. It contains questions of various kinds. Here are some sample questions.

Q.1. 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.2. If 'A " B' means 'add B to A', 'A ' B' means 'subtract B from A', 'A # B' means 'divide A by B' and 'A V B' means 'multiply A by B; which of the following gives the average sales of two days where S_1 and S_2 are the sales of the first and the second day respectively ?
(1) $(S_1 ' S_2)$ # 2   (2) 2 # $(S_1 " S_2)$ (3) $(S_1 " S_2$ # 2)
(4) $(S_1$ V $S_2)$ # $(S_1 " S_2)$ (5) Other than those given as options

Q.3. Every person above eighteen years of age who is registered as a voter, can vote. To find out whether Madhu, who was born twenty years ago, can vote, which of the following further information is needed ?
(I)   Madhu's date of birth   (II)   Whether Madhu is registered as a voter
(1)   Only I   (2)   Only II   (3)   Either I or II   (4)   Neither I nor II   (5)   Both I and II

Q.4. In question below are given two statements followed by two conclusions numbered I and II. You have to take the two given statements to be true even if they seem to be at variance from commonly known facts, consider the two conclusions; together and then decide which of the given conclusions logically follows from the two given statements, disregarding commonly known facts.

Statements   :   I.   All machines are windows. All windows are clouds.
Conclusions   :   I.   All machines are clouds.
                                   II.   All clouds are machines.

(1) None follows   (2) Only I follows   (3) Both I & II follow
(4) Only II follows   (5) Either I or II follows

Q.5-6. In the following questions a group of numbers and symbols is to be coded by the letter code as per the given scheme and conditions. You have to find out the sr. no. of the letter code group which correctly represents the number symbol combination. The sr. no. of that letter code group is your answer. If none of the letter code groups is correct then mark (5) i.e 'Other than those given as options' as your answer.

Number/Symbol	:	2	$	@	7	6	#	8
Letter Code	:	Q	B	H	L	F	M	T

Condition :

1.   If the first as well as the last element is a symbol both are to be coded as 'A'.

2.   If the first element is even digit and last element is a symbol their codes are to be inter changed.

Q.5. 67@2#

(1) FLHQM   (2) MLHQF   (3) MLQHE   (4) FLQHM   (5) Other than those given as options

Q.6. $687#

(1) AFTLA   (2) AFTLM   (3) BFTLA   (4) BFTLM   (5) Other than those given as options

General/Economy/Banking Awareness

This test is intended to give an index of your awareness of people and events past and present in different walks of life.

Q.1. To combat the menace of money laundering, which of the following financial institutions has introduced the 'Know Your Customer' Scheme ?
(1) IDBI   (2) RBI   (3) NABARD   (4) SIDBI   (5) Other than those given as options

Q.2. Which of the following sectors contributes maximum in deciding the growth in income of the states in India ?
(1) Energy   (2) Tourism   (3) Service   (4) Transport   (5) Agriculture

Q.3. Which of the following is the state where the number of people living below poverty line is maximum ?
(1) Bihar   (2) Andhra Pradesh   (3) Uttar Pradesh   (4) Rajasthan   (5) Orissa

Q.4. Who is the person closely associated with operation flood programmes and was honoured by Padma Vibhushan recently ?
(1) Dr. V. Kurien   (2) Dr. M. S. Swaminathan   (3) Dr. Amartya Sen
(4) Shri L. K. Advani   (5) Other than those given as options

Q.5. Monetary policy is concerned with _____
(1) the changes in the supply of money   (2) buying and selling of financial instruments
(3) reducing unemployment   (4) All (1), (2) & (3).
(5) Other than those given as options

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, synonyms, antonyms, sentence completion, comprehension of a passage etc.

Directions : Read each sentence to find out whether there is any grammatical or idiomatic error in it. The error, if any, will be in one part of the sentence. The number of that part is the answer. If there is no error, the answer is 'No error'. (Ignore the errors of punctuation, if any).

Q.1. The regaining of freedom / as we well know has given rise for / many dormant issues /

            (1)   (2)   (3)
and conflicts in our society.   No error.
            (4)   (5)

Directions : Pick out from the words given below each sentence the word which would complete the sentence correctly and meaningfully.

Q.2. He wants me to look _____ his garden during his absence.
(1) at   (2) over   (3) after   (4) into   (5) from

Q.3-6. In the following passage there are blanks, each of which has been numbered. These numbers are printed below the passage and against each, five words are suggested, one of which fits the blank appropriately. Find out the appropriate word in each case.

The true (3) of rights is duty. If we all (4) our duties, rights will not be (5) to seek. If leaving duties unperformed we run (6) rights, they will escape us like an elusive person. The more we pursue them, the farther off they fly.

Q.3. (1) end   (2) source   (3) joy   (4) purpose   (5) power

Q.4. (1) deny   (2) devote   (3) discharge   (4) imagine   (5) fulfill

Q.5. (1) far   (2) close   (3) easy   (4) against   (5) common

Q.6. (1) as   (2) after   (3) at   (4) from   (5) for

Data Analysis and Interpretation

Q.1-3. Study the following table carefully and answer the questions given below ——

**Distribution of 1000 candidates as regards their marks in written examination
out of 300 and interview out of 100 in a selection examination**

Written Examination Marks	INTERVIEW MARKS					
	Below 30	30-39	40-49	50-59	60-69	70 & above
260 & above	8	18	26	18	26	4
210 to 259	5	4	30	22	10	9
160 to 209	16	10	45	56	18	9
110 to 159	28	42	100	190	15	5
60 to 109	35	115	20	8	7	5
Below 60	32	32	20	4	6	2

Q.1. How many candidates did obtain more than 69 percent marks and above in both written examination and interview ?
(1) 22   (2) 49   (3) 13   (4) 9   (5) Other than those given as options

Q.2. if approximately 325 candidates were to be qualified in the written examination, what should be the percentage of the qualifying marks ?
(1) above 20   (2) above 70   (3) above 36   (4) above 63   (5) Other than those given as options

Q.3. About 42 percent of the candidates fall in which of the following ranges of the interview marks ?
(1) 110-159 (2) 110 & below   (3) 50 to 70 (4) 50 & above   (5) Other than those given as options

Q.4. Sohanlal purchased 120 reams of paper at Rs.100 per ream. The expenditure on transport was Rs.480. He had to pay an octroi duty of 50 paise per ream and the coolie charges were Rs.60. What should be the selling price of each ream if he wants a profit of 20% ?
(1) Rs.126 (2) Rs.115.50   (3) Rs.105   (4) Rs. 120 (5) Other than those given as options

Q.5-7. Directions : Given below is a table showing percentages out of a total of 700 employees ranking six attributes that help promotion. Rank I is the highest. Study the table carefully and answer the questions that follow :

Attribute	% of Employees Giving Different Ranks					
	I	II	III	IV	V	VI
Seniority	32	17	22	19	5	5
Perseverance	14	19	17	9	27	14
Efficiency	15	19	21	14	14	17
Intelligence	10	14	10	14	17	35
Honesty	24	17	7	9	27	16
Sociability	5	14	23	35	10	13

Q.5. Which attribute for promotion has received the highest rank ?
(1) Perseverance (2) Seniority   (3) Honesty   (4) Sociability   (5) Efficiency

Q.6. How many employees gave rank III to intelligence ?
(1) 119   (2) 98   (3) 77   (4) 70   (5) 10

Q.7. Which attribute is considered the least important for promotion ?
(1) Honesty   (2) Intelligence   (3) Perseverance (4) Efficiency   (5) Sociability

(A) Details of the On-line Examination Pattern

(1) The examination would be conducted on-line i.e. on a computer.

(2) The tests except test of English Language will be provided in English and Hindi.

(3) All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **The candidate has to select the most appropriate answer and 'mouse click' that alternative which he/ she feels is appropriate/ correct. The alternative/ option that is clicked on will be treated as the answer to that question. Answer to any question will be considered for final evaluation, only when candidates have submitted the answers by clicking on "Save & Next" or "Mark for Review & Next".**

(4) The clock has been set at the server and the countdown timer at the top right corner of your screen will display the time remaining for you to complete the test(s). When the clock runs out the exam ends by default - you are not required to end or submit your exam.

(5) The question palette at the right of screen shows one of the following statuses of each of the questions numbered:

1	You have not visited the question yet.
2	You have not answered the question
3	You have answered the question
4	You have NOT answered the question, but have marked the question for review
5	The question(s) "Answered and Marked for Review" will be considered for evaluation.
6	The question(s) "Marked for Review" will not be considered for evaluation. Hence, no marks will be allocated for the same.

The Marked for Review status simply acts as a reminder that you have set to look at the question again. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

(6) To select a question to answer, you can do one of the following :

(a) Click on the question number on the question palette at the right of your screen to go to that numbered question directly. Note that using this option **does NOT save your answer** to the current question.

(b) Click on **'Save & Next'** to save answer to current question and to go to the next question in sequence.

(c) Click on **'Mark for Review and Next'** to save answer to current question, mark it for review, and to go to the next question in sequence.

(7) To select your answer, click on one of the option buttons.

(8) To change your answer, click another desired option button.

(9) To save your answer, you MUST click on **Save & Next**.

(10) To deselect a chosen answer, click on the chosen option again or click on the **Clear Response** button.

(11) To mark a question for review click on **Mark for Review & Next**. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

(12) To change an answer to a question, first select the question and then click on the new answer option followed by a click on the **Save & Next** button.

(13) Questions that are saved or marked for review after answering will ONLY be considered for evaluation.

(14) Test name(s) will be displayed on the top bar of the screen. Questions in a test can be viewed by clicking on the test name. The test you will view will be highlighted.

5

(15) After clicking the **Save & Next** button on the last question for a test, you will automatically be taken to the first question of the (next) test.

(16) You can move the mouse cursor over the test names to view the status of the questions for that test.

(17) You can shuffle between tests and questions during the examination as per time allocated to test(s).

(18) The candidates are requested to follow the instructions of the "Test Administrator" carefully. If any candidate does not follow the instructions / rules, it would be treated as a case of misconduct/ adoption of unfair means and such a candidate would be liable for debarment from appearing for examinations for a period as decided by Bank.

(19) The candidates may ask the Test Administrator about their doubts or questions only before the commencement of the test. No query shall be entertained after the commencement of the examination.

(20) After the expiry of 140 minutes, the candidates will not be able to attempt any question or check their answers. The answers of the candidate would be saved automatically by the computer system even if he/ she has not clicked the "Submit" button.

(21) **Please note :**

    (a) **Candidates will not be allowed to "finally submit" unless they have exhausted the actual test time.**

    (b) **Under no circumstances should a candidate click on any of the 'keyboard keys' once the exam starts as this will lock the exam.**

B] **General Instructions:**

(1) Please note date, time and venue address of the examination given in the call letter.

(2) You may visit the venue one day before the Online Examination to confirm the location so that you are able to report **on time** (as printed on the call letter) on the day of the examination. Late comers will not be allowed.

(3) The call letter should be brought with you to the examination venue along with your recent passport size photograph duly pasted on it. (Preferably the same photograph as was as uploaded).

(4) You must scrupulously follow the instructions of the Test Administrator and Bank Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.

(5) No use of calculators (separate or with watch), books, note books or written notes, cell phones (with or without camera facility), or any other electronic device will be allowed during the examination.

(6) Please bring this call letter with your photograph affixed thereon, currently valid Photo identity proof in original and a photocopy of the same ID proof which you bring in original - THIS IS ESSENTIAL. Please hand over this call-letter alongwith photocopy of photo identity proof duly stapled together to the invigilator. Currently valid photo identity proof may be PAN Card/Passport/Driving Licence/Voter's Card/Bank Passbook with photograph/Photo Identity proof issued by a Gazetted Officer on official letterhead /Photo Identity proof issued by a People's Representative on official letterhead/Valid recent Identity Card issued by a recognised College/University/Aadhar Card/E-Aadhar Card with a photograph/Employee ID/Bar Council Identity card with photograph. **Please Note - Ration Card will NOT be accepted as valid ID proof for this project.** Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate/affidavit.

(7) Biometric data (right thumb impression and photograph) will be captured at the examination venue before and after the examination. With regards to the same, please note the following:

    (a) If fingers are coated (stamped ink/mehndi/coloured. etc), ensure to thoroughly wash them so that coating is completely removed before the exam day.

    (b) If fingers are dirty or dusty, ensure to wash them and dry them before the finger print (biometric) is captured.

    (c) Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.

    (d) If the primary finger to be captured is injured/damaged, immediately notify the concerned authority in the test centre.

    (Any failure to observe these points will result in non-admittance for the examination)

(8) Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled. Any candidate who is found copying or receiving or giving assistance or engaging in any behaviour unbecoming of a candidate will not be considered for assessment. The Bank may take further action against such candidates as deemed fit by it.

(9) You should bring with you a ball-point pen. A sheet of paper will be provided which can be used for rough work or taking down the question number you would like to review at the end of the test before submitting your answers. After the test is over you MUST hand over this sheet of paper to the Test Administrator before leaving the venue.

(10) The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.

(11) If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session are required if the nodes capacity is less or some technical disruption takes place at any centre or for any candidate.

(12) Anyone found to be disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.

(13) Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection, process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any Bank recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

IMPORTANT POINTS TO REMEMBER

You are advised to bring with you the following:

(i) Call letter with photo affixed thereon and photo ID card in **Original** and photocopy as mentioned in point 6.

(ii) One Ball point pen

WISH YOU GOOD LUCK