INDIA GOVERNMENT MINT KOLKATA

(A Unit of Security Printing and Minting Corporation of India Ltd.)

ONLINE EXAMINATION - RECRUITMENT OF SUPERVISOR (OL) AT LEVEL A-1

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 :

Sl. No.	Test Name	No. of Qs.	Max. Marks	Version	Duration
1	General Knowledge (with special emphasis on Computer Knowledge)	25	25	Bilingual i.e. Hindi & English except General Hindi & General English, which will be available only in Hindi and English language respectively.	120 minutes
2	General Hindi	25	25		
3	General English	25	25		
4	Test of Domain Knowledge which includes Hindi to English and vice-versa translation skills (Which includes Hindi & English Comprehension).	50	75		
5	Logical Reasoning	25	25		
6	Quantitative Aptitude	25	25		
Total		**175**	**200**		

The time for the test is 120 minutes; however you may have to be at the venue for approximately 180 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. You can attempt any question at any point of time within the 120 minutes. 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 no penalty for wrong answers marked by you. However, you are advised, not to mark answers by random guessing.

In the Selection process, an applicant has to secure minimum marks i.e, cut-off will be applied on the total score and not on test wise rank sufficiently higher to get selected. The minimum qualifying i.e., cut-off marks require to consider on order of merits for different categories of candidates are as under:-

UR & EWS Category	55%
OBC Category	50%
SC/ST Category	45%

The Scores of Online Examination will be obtained by adopting the following procedure:

(i) Number of questions answered correctly by a candidate in each objective test is considered for arriving at the Corrected Score.
(ii) The Corrected Scores so obtained by a candidate are made equivalent to take care of the minor difference in difficulty level, if any, in each of the objective tests held in different sessions to arrive at the Equated Scores*

*Scores obtained by candidates on any test are equated to the base form by considering the distribution of scores of all the forms.

(iii) Testwise scores and scores on total is reported with decimal points upto two digits.

Note: Cut off is applied on Total Score only.

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.

Some sample questions are given below.

GENERAL AWARENESS (with special emphasis on Computer Knowledge)

Q.1. Who among the following is the director of the film "Lagaan" ?
(1) Sanjay Leela Bhansali   (2) Vasant Govarikar   (3) Karan Johar
(4) B. R. Chopra   (5) Other than those given as options

Q.2. Why we cannot see the objects in the dark ?
(1) These objects emit light
(2) These objects absorb light
(3) There is no light coming to our eyes from these objects
(4) The light gets obstructed by the darkness.
(5) Other than those given as options

Q.3. Which of the following samples of water can be termed as pure water ?
(1) Water in which alum is added   (2) Clean water
(3) Filtered water   (4) No other substance added to it
(5) Other than those given as options

Q.4. Which of the following stands for I in RBI ?
(1) India   (2) International   (3) Insurance   (4) Income   (5) Institute

GENERAL HINDI

प्र.1-4. नीचे दिये गये प्रश्नों मे से हरेक में एक वाक्य दिया गया है जिसे (1), (2), (3) और (4) भागों में बांटा गया है । वाक्य को पढ कर ज्ञात कीजिये कि वाक्य में शब्दों के गलत प्रयोग, वर्तनी या व्याकरण की कोई त्रुटि तो नहीं है । त्रुटि अगर होगी तो वाक्य के किसी एक ही भाग मे होगी । इस भाग का क्रमांक ही आपका उत्तर है । अगर वाक्य त्रुटिहीन है तो उत्तर (5) दीजिये अर्थात त्रुटि नहीं ।

प्र.1. चालीस लडकों का एम मिला जुला / ठहाका उठा था और / कक्षा की छत पे टकरा कर /
               (1)   (2)   (3)
सब का सब एकदम मेरे भीतर उतर गया था ।   त्रुटि नहीं
        (4)   (5)

प्र.2. सेठ पुरूषोत्तम दास पूना की सरस्वती पाठशाला / का मुआयना करने के बाद में /
             (1)   (2)
बाहर निकले तो एक लड़की ने / दौड कर उनका दामन पकड़ लिया ।   त्रुटि नहीं
      (3)   (4)   (5)

प्र.3. पाप कुछ सोचते लगे / मानो उसी समय निर्णय / कर रहे हों कि उन्हें रज्जू /
      (1)   (2)   (3)
के साथ जाना चाहिये या नही ।   त्रुटि नहीं
      (4)   (5)

प्र.4. वह झपट कर कुरसी से उठी / और बड़े वेग से कई कमरो / और बरामदो को पार करती /
          (1)   (2)   (3)
मैनेजर के सामने को आकर खड़ी हो गई ।   त्रुटि नहीं
      (4)   (5)

प्र.5-6. नीचे दिए गए प्रश्नों में से एक शब्द समूह या वाक्यांश दिया गया है और फिर उसके बाद पाँच ऐसे शब्द सुझाए गए है जो कि इस पूरे वाक्यांश या शब्द समूह का अर्थ एक शब्द में स्पष्ट कर देते है । आपको वह शब्द ज्ञात कर उसको उत्तर के क्रम मे दर्शाना है ।

प्र.5. जिसका कभी नाश न हो

(1) अपनाश   (2) निरामिष   (3) अटल   (4) अविनाशी   (5) सर्व व्यापक

प्र.6. कम बोलने वाला

(1) मिठबोला   (2) समदर्शी   (3) मृदुभाषी   (4) संयमित   (5) मितभाषी

GENERAL ENGLISH

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 :

Q.1-3. Directions : Pick out the most appropriate word from amongst the words given below each sentence to complete it meaningfully.

Q.1. He quickly glanced _____ the book to find what it said about the Indian economy.
(1) at   (2) through   (3) in   (4) to   (5) over

Q.2. The counsel urged the court to _____ down the obnoxious law.
(1) enact   (2) enforce   (3) cancel   (4) strike   (5) declare

Q.3. The local official _____ the Minister of the situation.
(1) explained   (2) warned   (3) apprised   (4) told   (5) intimated

Q.4-6. Directions : Read each sentence 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).

Q.4. I am twenty / two years old / when I first / joined the bank.   No error
     (1)   (2)   (3)   (4)   (5)

Q.5. To the Hindus / the Ganga is / holier than / any other river.   No error
     (1)   (2)   (3)   (4)   (5)

Q.6. Of all the teachers / in our school / our class teacher / were very strict.   No error
     (1)   (2)   (3)   (4)   (5)

TEST OF DOMAIN KNOWLEDGE WHICH INCLUDES HINDI TO ENGLISH AND VICE-VERSA TRANSLATION SKILLS (WHICH INCLUDES HINDI & ENGLISH COMPREHENSION)

प्र.1. इस प्रश्न में अंग्रेजी का एक वाक्य दिया गया है। उसके बाद दिए गए विकल्पों में से उस विकल्प को चिह्नित कीजिए जिसमें अंग्रेजी वाक्य का सबसे उपयुक्त हिंदी अनुवाद हो।

Banks were permitted to determine their own lending rates for their credit limits

(1) बैंकों को अपनी ऋण सीमाओं के लिए अपनी उधार दरों को स्वयं निर्धारित करने की अनुमति दी गई थी

(2) बैंक स्वयं ऋण सीमाओं के लिए अनुमत ऋण दरों को निर्धारित कर सकते थे

(3) बैंक उनकी ऋण सीमा के लिए ऋण दरों को निर्धारित करने की अनुमति प्राप्त कर लेते थे

(4) बैंक अनुमति लेकर अपनी ऋण सीमा के लिए अपनी ब्याज दरों को निर्धारित कर सकते थे

(5) बैंकों इतने सक्षम थे कि ऋण सीमा और उसकी ब्याज दर निर्धारित कर लें

प्र.2. इस प्रश्न में हिंदी का एक वाक्य दिया गया है। उसके बाद दिए गए विकल्पों में से उस विकल्प को चिह्नित कीजिए जिसमें हिंदी वाक्य का सबसे उपयुक्त अंग्रेजी अनुवाद हो।

भुगतान एवं निपटान प्रणालियां समग्र आर्थिक कार्यकुशलता को सुधारने में महत्वपूर्ण भूमिका निभाती हैं
(1) Payment are settled in systematic manner so that economy gets boost
(2) Payment and Settlement systems play an pivotal role in correcting economic efficiency
(3) Settlement of payment and systems are necessary for overall economic efficiency
(4) Payment and Settlement systems play an important role in improving overall economic efficiency
(5) Payment and Settlement methods play very important role in growth of overall economic efficiency

LOGICAL REASONING

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.

Directions : In each of the following questions, there are five letter groups or words in each question. Four of these letter groups or words are alike in some way, while one is different. Find the one which is different.

Q.1. (1) black   (2) red   (3) green   (4) paint   (5) yellow

Directions : In each of the following questions, there is a question mark in which only one of the five alternatives given under the question satisfies the same relationship as is found between the two terms to the left of the sign :: given in the question. Find the correct answer.

Q.2. Foot : man : : hoof : ?
(1) leg   (2) dog   (3) horse   (4) boy   (5) shoe

Q.3. 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.4. If 'A ″ B' means 'add B to A', 'A ′ B' means 'subtract B from A', 'A # B' means 'divide A by B' and 'A ⊗ 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) $(S_1 ⊗ S_2)$ # $(S_1 ″ S_2)$ (5) Other than those given as options

Q.5. 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

QUANTITATIVE APTITUDE

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. At 10 paise each, how many paise will 6 lemons cost ?
(1) 6   (2) 10   (3) 60   (4) 610   (5) Other than those given as options

Q.5. Which of the following can be exact multiple of 4 ?
(1) 27114   (2) 58204   (3) 48402   (4) 32286   (5) Other than those given as options

Details of the online Examination:

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

(2) All tests except of English Language will be 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 correct answer and 'mouse click' that alternative which he/ she feels is 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 exam. When the clock runs out the exam ends by default - you are not required to end or submit your exam.

(5) The Question Palette displayed on the right side of screen will show the status of each question using one of the following symbols:

[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.

The Marked for Review status for a question simply indicates that you would like to look at that question again. *If a question is answered and Marked for Review, your answer for that question will be considered in the 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) 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 India Government Mint, Kolkata.

(15) 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.

(16) After the expiry of the allotted time, 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.

(17) 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, Reporting 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 India Government Mint, Kolkata Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.

(5) Biometric data (thumb impression) and photograph will be captured twice at the examination venue i.e. before the start of examination and after completion of examination. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates. **Refusal to participate in the process of biometric data capturing / verification on any occasion may lead to cancellation of candidature.** 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 examination day.
(b) If fingers are dirty or dusty, ensure to wash them and dry them before the thumb impression (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 (thumb) 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).

(6) 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.

(7) Please bring the 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. The call-letter along with photocopy of photo identity proof duly stapled together are to be submitted at the end of exam by handing over to the Invigilator. Currently valid photo identity proof may be PAN Card/Passport/Permanent Driving License/Voter's Card with photograph/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/E-aadhar Card with a photograph/ Employee ID in original/Bar Council Identity card with photograph. **Please Note - Ration Card and Learner's Driving License will NOT be accepted as valid ID proof.** 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.

(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 India Government Mint, Kolkata may take further action against such candidates as deemed fit by it.

(9)   You should bring with you a ball-point pen. You may bring an ink stamp pad (blue/black). 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 handover this sheet of paper along with the Call Letter to the invigilator.

(10)   The possibility for occurrences 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 the conduct of another examination if considered necessary. Decision of the test conducting body in this regard shall be final. Candidates not willing to accept such change shall lose his/her candidature for this exam.

(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 recruitment process of the India Government Mint in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.

INSTRUCTIONS WITH REGARD TO SOCIAL DISTANCING

1   **Candidate is required to report at the exam venue strictly as per the time slot mentioned in the Call Letter. Late comers will not be allowed to take the test.**

2   **Mapping of 'Candidate Roll Number and the Lab Number' will NOT be displayed outside the exam venue, but the same will be intimated to the candidates individually at the time of entry of the candidate to the exam venue.**

3   Items permitted into the venue for Candidates
    Candidates will be permitted to carry only certain items with them into the venue.
    a. **Mask**
    b. **Personal hand sanitizer (50 ml)**
    c. **A simple pen**
    d. **Exam related documents (Call Letter and ID Card in Original)**
    e. **In case of Scribe Candidates - Scribe form duly filled and signed with Photograph affixed.**
    No other Items are permitted inside the venue.

4   **Candidate should not share any of their personal belonging/material with anyone.**

5   **Candidate should maintain safe social distance with one another.**

6   **Candidate should stand in the row as per the instructions provided at venue.**

7   **If candidate is availing services of a scribe, then scribe also should bring their own Mask.**

8   **On completion of examination, the candidates should move out in an orderly manner without crowding as instructed by the venue staff.**

WISH YOU GOOD LUCK