



INFORMATION HANDOUT FOR ONLINE MAIN EXAM

MAIN EXAMINATION FOR DEVELOPMENT ASSISTANT (HINDI)

1. Scheme of Main examination:

This examination will consist of tests as under:

Sr. No.	Name of the Tests	No. of Questions	Max. Marks	Version	Duration
1.	Test of Reasoning	20	20	Bilingual i.e. English & Hindi	25 Minutes
2.	Test of Professional Knowledge (Hindi)	50	50	Hindi and / or English	35 Minutes
3.	General Awareness (with special reference to agriculture, rural development and banking)	40	40	Bilingual i.e. English & Hindi	25 Minutes
4.	Computer Knowledge	40	40	Bilingual i.e. English & Hindi	20 Minutes
5.	Test of English Language (Descriptive) (Essay, Precis writing, Report / Letter Writing)	03	50	English	30 Minutes
	Total		200		135 Minutes

The Main online examination will be conducted only for the candidates who are shortlisted on the basis of results of Preliminary examination. The time of Main examination and venue of examination is indicated in the Call Letters.

Test of English Language will be made available in English. Test of Reasoning, General Awareness and Computer Knowledge will be made available in English and Hindi. Test of Professional Knowledge (Hindi) will be made available in Hindi. Some Questions (Pertaining to translation) may be in English and/or Hindi (mix or both). Answers to the objective type Papers of Main examination are to be marked by mouse clicking the correct option and then 'Save and Next'.

The time for the examination is 135 minutes; however, you may have to be at the venue for approximately 195 minutes, including the time required for attendance marking, submission of Call letter with photocopy of the photo ID proof, logging in etc.

Objective Type Papers: In objective type Papers all the questions will have multiple choices. Each test is separately timed. You can attempt questions in a particular test during the time allotted for that test only. Out of the five answers to a question only one will be the correct answer. **You have to select the correct answer and 'mouse click' that alternative which you feel is correct. The alternative/ option that you have clicked on will be highlighted and will be treated as your answer to that question (after "Save and Next"). 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.**

The Scores of Online Main 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 after applying penalty for wrong answers.
- (ii) Test wise scores are reported with decimal points upto two digits.

Note : Cutoffs may be applied in two stages :

- (i) On scores in individual tests
- (ii) On Total Score

Descriptive Type Paper (English Language): The Paper may include Questions as follows. Candidates will have to type answers with the help of the key-board of the computer.

Descriptive Paper	Choices	No. of Questions to be attempted	Maximum Marks	Time
Essay writing	3	1	20	Composite Time of 30 minutes for all the questions together
Report/Letter writing	2	1	15	
Precis writing	1	1	15	

Descriptive paper will be provided only in English. Descriptive questions will be displayed on the screen of your computer. Answers are to be typed using the keyboard. Before start of typing answers to questions in Descriptive Paper please check all key functions of the keyboard. You will get 30 minutes to answer the questions.

2. Sample Questions: 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.

SAMPLE QUESTIONS

REASONING

This is a test to see how well you can think. 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 the letters of the following alphabet interchange positions, so that A takes the place of Z and Z takes the place of A; B takes the place of Y and Y takes the place of B and so on, what will be the 13th letter from the right ?
 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
 (1) M (2) N (3) O (4) L (5) Other than those given as options

- Q.3.** If the first and the second letters in the word 'DEPRESSION' were interchanged, also the third and the fourth letters, the fifth and sixth letters and so on, which of the following would be the seventh letter from the right ?
 (1) R (2) O (3) S (4) I (5) Other than those given as options

- Q.4.** In a row of girls, if Seeta who is 10th from the left and Lina who is 9th from the right interchange their seats, Seeta becomes 15th from the left. How many girls are there in the row?
 (1) 16 (2) 18 (3) 19 (4) 22 (5) Other than those given as options

TEST OF PROFESSIONAL KNOWLEDGE (HINDI)

- प्र.1-3.** नीचे दिये गये प्रश्नों में से हरेक में एक वाक्य दिया गया है जिसे (1), (2), (3) और (4) भागों में बांटा गया है। वाक्य को पढ़ कर जात 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 में होगी। इस भाग का क्रमांक ही आपका उत्तर है। अगर वाक्य त्रुटिहीन है तो उत्तर (5) दीजिये अर्थात् त्रुटि नहीं।
- प्र.1.** चालीस लडकों का एक 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 पुरुषोत्तम दास पूना की सरस्वती पाठशाला / का मुआयना करने के बाद में / बाहर निकले तो एक लड़की ने /
(1) (2) (3)
दौड़ कर उनका दामन पकड़ लिया। त्रुटि नहीं
(4) (5)
- प्र.3.** 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.4-5.** नीचे दिए गए प्रश्नों में से एक शब्द समूह या वाक्यांश दिया गया है और फिर उसके बाद पाँच ऐसे शब्द सुझाए गए हैं जो कि इस पूरे वाक्यांश या शब्द समूह का अर्थ एक शब्द में स्पष्ट कर देते हैं। आपको वह शब्द जात कर उसको उत्तर के क्रम में दर्शाना है।
- प्र.4.** जिसका कभी नाश न हो।
(1) अपनाश (2) निरामिष (3) अटल (4) अविनाशी (5) सर्व व्यापक
- प्र.5.** कम बोलने वाला
(1) मिठबोला (2) समदर्शी (3) मृदुभाषी (4) संयमित (5) मितभाषी
- प्र.6-7.** कार्यालय के कामकाज का अनुवाद करते समय भाषा, व्याकरण आदि के साथ साथ संस्था के कार्यक्षेत्र की शब्दावली को भी सही परिप्रेक्ष्य में समझना आवश्यक होता है, अन्यथा अनुवाद गलत हो सकता है। इस प्रश्न में दिया गया हिंदी शब्द कार्यालय के सामान्य प्रशासन से संबंधित है आपको उत्तर स्वरूप दिए गए पांच विकल्पों में से उस विकल्प का चयन करना है जो प्रश्न में दिए गए शब्द का सटीक और स्वीकार्य अंग्रेजी शब्द हो।
- प्र.6.** मूल्यवर्ग
(1) Nomination (2) Contribution (3) Denomination (4) Valuable (5) Demolition
- प्र.7.** संवीक्षा
(1) Investigation (2) Scrutiny (3) Review (4) Test (5) Enrolment
- प्र.8-9.** कार्यालय के कामकाज का अनुवाद करते समय भाषा, व्याकरण आदि के साथ साथ संस्था के कार्यक्षेत्र की शब्दावली को भी सही परिप्रेक्ष्य में समझना आवश्यक होता है, अन्यथा अनुवाद गलत हो सकता है। इस प्रश्न में दिया गया अंग्रेजी शब्द कार्यालय के सामान्य प्रशासन से संबंधित है आपको उत्तर स्वरूप दिए गए पांच विकल्पों में से उस विकल्प का चयन करना है जो प्रश्न में दिए गए शब्द का सटीक और स्वीकार्य हिंदी शब्द हो।
- प्र.8.** Encashment
(1) रोकड़ना (2) भुनाना (3) निधि अंतरण (4) परिसमापन (5) विप्रेषण
- प्र.9.** Bureaucracy
(1) नौकरशाही (2) तानाशाही (3) इजारेदारी (4) शहंशाही (5) जिम्मेदारी

GENERAL AWARENESS (WITH SPECIAL REFERENCE TO AGRICULTURE, RURAL DEVELOPMENT AND BANKING)

This test is designed to measure your awareness about the past and present events.

- Q.1.** Which taxes at the Central level are being subsumed into GST ?
(1) Central Excise Duty (2) Additional Excise Duty (3) Service Tax
(4) Special Additional Duty of Customs (5) All the given options
- Q.2.** Which of the following schemes of the Govt. of India was launched a few years back by merging the then ongoing schemes of Jawahar Gram Samridhi Yojana (JSGY) and Employment Assurance Schemes (EAS) ?
(1) Sampoorna Grameen Rozgar Yojana
(2) National Food For Work Programme
(3) Swarna Jayanti Shahari Rozgar Yojana
(4) Swarna Jayanti Gram Swarozgar Yojana
(5) Other than those given as options
- Q.3.** Which of the following programmes is/are launched by the Govt. of India to create more and more employment opportunities so that poverty can be eliminated from rural areas ?
(A) IRDP (B) Kutir Jyoti (C) NREP (D) RLEGP -
(1) Only (A) (2) Only (B) (3) Only (C)
(4) All (A), (B) (C) and (D) (5) Only three (A), (C) and (D)
- Q.4.** The 'New Development Bank' (NDB) which was formerly referred to as the BRICS Bank is headquartered in _____
(1) Singapore (2) Shanghai, China (3) Beijing, China
(4) Hong Kong, China (5) Johannesburg, South Africa
- Q.5.** Which of the following types of initiatives by the Government cannot be classified as an anti poverty programme ?
(1) Urban poverty alleviation programme (2) Castes based reservation in jobs
(3) Self-employment programmes (4) Social Security programmes
(5) Wage employment programme

COMPUTER KNOWLEDGE

This test is designed to measure your computer knowledge.

- Q.1.** _____ is an output device of a computer.
(1) Printer (2) CPU (3) Monitor (4) Keyboard (5) CD
- Q.2.** What is the full form of RAM ?
(1) Random Adaptive Mouse (2) Random Adaptive Memory (3) Random Access Memory
(4) Random Access Mouse (5) Other than those given as options
- Q.3.** Pick the odd man out.
(1) Monitor (2) Keyboard (3) Floppy drive (4) Windows (5) Hard-disk drive

TEST OF ENGLISH LANGUAGE (DESCRIPTIVE)

- Q.1.** Write an essay on any **ONE** of the following topics:
- Three effective measures to eradicate illiteracy in India. Explain how the measures suggested by you will be effective.
 - It is often said that computerization results in unemployment. Do you agree ? Explain.

Q.2. Write a précis of the following passage in about 150 words. Give a suitable title.

In this age, when the popular involvement in day-to-day matters is mounting, it is the electronic systems that offer us a potential service infrastructure which could, with careful programming, probably take care of a very large element of what we describe as mechanical, procedural governance without all the distortions, corruptions and harassments which constitute the daily misery of the average citizen. Of course, the electronic systems will only behave to the extent that they are properly programmed. But this is no impossible task today.

Once we move our minds beyond the mere use of the electronic revolution for business efficiency and higher profitabilities and apply it to the task of reducing the routine, repetitive activities of governance, we will conserve time and energy for more important and creative tasks. In other words, the electronic revolution can make for better and more effective handling of real everyday problems, additionally to providing the basic service of computerized information banks. Even in less developed conditions, the potential of the electronic network to take over a great deal of what is called bureaucratic "paper work" has been vividly demonstrated. Licensing system involving endless form filling in endless copies; tax matters which baffle millions of citizens, particularly those who have nothing to hide; election system which require massive supervisory mobilizations or referendums based on miniscule "samples" which seldom reflect the reality at the social base. At all these points, the electronic advantage is seen and recognized. However, we must proceed further.


It is possible to foresee a situation where the citizen, with his personalized computer entry card, his "number", is able to enter the electronic network for a variety of needs now serviced by regiments of officials, high and low. Indeed, this is already happening in a number of countries. From simple needs, we will move to more complex servicing, and, ultimately, into creativity or what is called "artificial intelligence".


Q.3. Write a letter on any **ONE** of the following


- Write a letter to your younger brother explaining him how Rural Banking Sector has changed in the last decade in India.
- Write a letter to the Branch Manager of your Bank sharing a good experience of customer service in passing an agricultural loan (Based on your experience or reading).


3. Details of the Online Objective Examination (Mains) :


- (1) The examination would be conducted on-line i.e. on a computer.
- (2) Test of Reasoning, General Awareness and Computer Knowledge will be made available in English and Hindi. Test of Professional Knowledge will be made available in Hindi. Some Questions (Pertaining to translation) may be in English and/or Hindi (mix or both).
- (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 at the right of screen shows one of the following statuses of each of the questions numbered:

 **You have not visited the question yet.**

 **You have not answered the question.**

 **You have answered the question.**

 **You have NOT answered the question, but have marked the question for review.**

 **The question(s) "Answered and Marked for Review" will be considered for evaluation.**

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) Sections will be displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section you will view will be highlighted.
- (15) After clicking the **Save & Next** button on the last question for a section, you will automatically be taken to the first question of the next section.
- (16) You can move the mouse cursor over the section names to view the status of the questions for that section.
- (17) You cannot shuffle between tests during the examination as tests are separately timed.
- (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 NABARD.
- (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 135 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.**

DETAILS ABOUT DESCRIPTIVE TYPE TEST

1. No separate login is required to take the test.
2. This test will start automatically upon auto-submission of objective test.
3. Questions will be displayed on computer monitor.
4. **Only one question with internal choices will be displayed at a time.**
5. The questions will be in English and answers are to be typed in space provided for the same using keyboard in English only.

Please Note : “While typing if you press the ‘Space bar’ and then press the ‘Enter’ key, the cursor will not move to next line. However if you press the ‘Enter’ key immediately after the last word, the cursor will move to the next line. You should also note in case the ‘Space bar’/ ‘Enter’ key is pressed multiple times in a single instance only a single keystroke (i.e. one space and one enter to the next line) will be taken by the system.”

During Objective Type Tests, Do not click on ‘Keyboard Keys’, as this will lock the exam.

4. General Instructions:

- (1) Please note your Roll Number, Password, date, time and venue address of the examination given in the Call Letters.
The mere fact that a Call Letter has been issued to you does not imply that your candidature has been finally cleared by the NABARD or that the entries made by you in your application for examination have been accepted by the NABARD as true and correct. It may be noted that the NABARD will take up the verification of eligible candidates, i.e. age, educational qualification and category (Scheduled Caste/Tribe/OBC/PWBD/EWS etc.) with reference to original documents, only at the time of document verification of candidates who qualify on the basis of result of the Main (Phase II) examination. You may, therefore, please note that if at any stage, it is found that you do not satisfy the eligibility criteria as given in the advertisement or the information furnished by you in the application is incorrect, your candidature is liable to be cancelled forthwith with such further action as the NABARD may like to take. You may please note that the call letter does not constitute an offer of employment with NABARD.
- (2) **You may visit the venue one day before the Phase-II online examination to confirm the location so that you are able to report on time on the day of the examination. Candidates who report late will not be allowed to take the test.**
- (3) Candidates should report at the Exam centre well in advance of the reporting time indicated on the Call letter to complete activities such as AADHAR linked Biometric Authentication of the candidate, capture of biometric and photo, collection of documents, announcement of instructions and logging in etc. **The candidates are required to carry Aadhar Card to facilitate biometric Authentication**
- (4) 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 uploaded).
- (5) 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 candidates coming without these documents will not be allowed to sit in the examination.** The call-letter along with photocopy of photo identity proof duly stapled together are to be submitted at the end of exam to the invigilator. **Currently valid photo identity proof are PAN Card/Passport/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/Bar Council Identity card with photograph. Please Note - Ration Card and Learner’s Driving License will not be accepted as valid ID proof for this exam.** 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.
- (6) Biometric data (thumb impression) and photograph will be captured before the start of examination at the examination venue. 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)
- (7) You must scrupulously follow the instructions of the Test Administrator and NABARD Representative at the examination venue. If you violate 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 NABARD.

- (8) During the examination, use of calculators (separate or with watch), books, note books, written notes, pagers, cell phones (with or without camera facility) or any similar electronic communication devices, etc. will **not** be allowed. Candidates are advised not to bring any of the banned items including pagers to the venue of the examination as safety arrangements cannot be assured.
- (9) Candidates found resorting to any unfair means or malpractice or any misconduct while appearing for the examination including giving/ receiving help to/from any candidate during the examination will be disqualified. The candidates should be vigilant to ensure that no other candidate is able to copy from his/her answers.
- (10) 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 NABARD may take further action against such candidates as deemed fit by it.
- (11) You should bring with you a ball-point pen. You may bring your own 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(s) of paper to the invigilator at the end of exam.
- (12) 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 problems, which may include movement of candidates, delay in test. The conduct of re-exam is at the absolute discretion of NABARD or the test conducting body. Candidates will not have any claims 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.
- (13) 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.
- (14) **Candidate must handover the rough sheets, call letter, ID proof copy to the invigilator.**
- (15) **No candidate shall leave the Examination Hall without prior permission of the Supervisor/Invigilator.**
- (16) Candidates are advised to take note of "The Public Examinations (Prevention of Unfair Means) Act, 2024".

WISH YOU GOOD LUCK !