

**IMPORTANT INSTRUCTIONS FOR CANDIDATES APPEARING IN
COMPUTER OPERATOR (INFORMATION TECHNOLOGY CELL)**

COMPUTER AIDED TEST — TOTAL MARKS: 100

1. This '**Computer Aided Test**' comprises two parts as follows :

Part-I	Objective Type- MCQs	20 Minutes
Part-II	Computer Aided Test	100 Minutes

2. Please note that Computer Aided Test will be taken on **Microsoft Office 2016**.
3. Both the tests, i.e. Part-I and Part-II will be delivered in Computer Based Test (CBT) mode.
4. For Part-II, separate Test Booklet will be provided. However, the answers are to be attempted through Computer Based Test (CBT) mode only.
5. For the MCQ test, each correct answer shall be awarded 01 mark, and there will be no negative marking for wrong answers.
6. There is no provision of Extra Time for PwD candidates.
7. The Medium of the Questions in Paper will be in English only.
8. All questions are compulsory. To answer a Multiple-Choice Question, the candidate needs to choose only one option corresponding to the correct answer or the '**MOST APPROPRIATE ANSWER**'.
9. The **countdown timer** in the top right corner of the Test screen will display the remaining time available for you to complete the Test. When the timer reaches zero, automatically the test will be submitted.
