



SSC CGL TIER I

**ON TEST DAY
INSTRUCTIONS**

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Introduction to SSC CGL:

Staff Selection Commission (SSC) is an organization under Government of India to recruit staff for various posts in the various Ministries, Departments and Subordinate Offices. **Founded in the year 1977.**

SSC Recruitment Positions:

SSC Combined Graduate Level (CGL)

SSC Combined Higher Secondary Level(CHSL)

SSC Multitasking Staff Exam (MTS)

SSC Stenographer Grade “C” and “D”

SSC Junior Engineer (JE)

SSC Junior Hindi Translator (JHT)

SSC Central Police Organizations (CPO SI)

SSC Cabinet Secretariat

SSC Constables in Delhi Police.



What is SSC CGL?

SSC conducts Combined Graduate Level (CGL) examination for the recruitment of **Grade “B” and “C” categories post** in various Government Ministries, Departments and Offices.

Exam Dates: 02-03-2020 to 11-03-2020



Exam Pattern:

Subjects	Questions	Marks	Duration of Time
A. General Intelligence and Reasoning [Compulsory For all posts]	25	50	60 minutes For VH/ OH (afflicted with Cerebral Palsy/ deformity in writing hand-80 Minutes)
B. General Awareness [Compulsory For all posts]	25	50	
C. Quantitative Aptitude [Compulsory For all posts]	25	50	
D. English Comprehension [Compulsory For all posts]	25	50	
Total	100	200	

Mode of Exam: Online

Negative Marking: There will be negative marking of **0.50** for each wrong answer in **Tier-I**.

Medium of Exam: Both in **English & Hindi** except for English Comprehension in Tier-I and Paper-II in Tier-II.

Syllabus:

Quantitative Aptitude:

S. No.	Name of the Topic
1.	whole numbers
2.	decimals
3.	fractions and relationships between numbers
4.	Profit and Loss
5.	Discount
6.	Partnership Business
7.	Mixture and Alligation
8.	Time and distance
9.	Time & Work
10.	Percentage
11.	Ratio & Proportion
12.	Square roots
13.	Averages
14.	Interest
15.	Basic algebraic identities of School Algebra & Elementary surds
16.	Graphs of Linear Equations
17.	Triangle and its various kinds of centers
18.	Congruence and similarity of triangles
19.	Circle and its chords



20.	Tangents
21.	angles subtended by chords of a circle
22.	Triangle
23.	Quadrilaterals
24.	Regular Polygons
25.	Circle
26.	Right Prism
27.	Right Circular Cone
28.	Right Circular Cylinder
29.	Sphere
30.	Heights and Distances
31.	Histogram
32.	Frequency polygon
33.	Bar diagram & Pie chart
34.	Hemispheres
35.	Rectangular Parallelepiped
36.	Regular Right Pyramid with triangular or square base
37.	Trigonometric ratio
38.	Regular Right Pyramid with triangular or square base
39.	Degree and Radian Measures
40.	Standard Identities
41.	Complementary angles

General Intelligence and Reasoning:

S. No.	Name of the Topic
1.	analogies
2.	similarities and differences
3.	space visualization
4.	spatial orientation
5.	problem solving
6.	analysis
7.	Mixture and Alligation
8.	judgment
9.	decision making
10.	discrimination
11.	observation
12.	relationship concepts
13.	arithmetical reasoning and figural classification
14.	arithmetic number series
15.	non-verbal series
16.	coding and decoding
17.	statement conclusion
18.	sylogistic reasoning



19.	Semantic Analogy
20.	Symbolic/ Number Analogy
21.	Figural Analogy
22.	Semantic Classification
28.	Symbolic/ Number Classification
29.	Figural Classification
30.	Semantic Series
31.	Number Series
32.	Figural Series
28.	Problem Solving
29.	Word Building
30.	Coding & de-coding
31.	Numerical Operations
32.	symbolic Operations
21.	Trends
22.	Space Orientation
35.	Space Visualization
36.	Venn Diagrams
37.	Drawing inferences TM
38.	Punched hole/ pattern- folding & un-folding
39.	Figural Pattern- folding and completion
40.	Indexing
41.	Address matching
42.	Classification of center codes/roll numbers
43.	Small & Capital letters/ numbers coding
44.	decoding and classification
45.	Embedded Figures
46.	Critical thinking
47.	Emotional Intelligence
48.	Social Intelligence

English:

S. No.	Name of the Topic
1.	Phrases and Idioms
2.	One word Substitution
3.	Sentence Correction
4.	Error Spotting
5.	Fill in the Blanks
6.	Spellings Correction
7.	Reading Comprehension
8.	Synonyms-Antonyms



9.	Active Passive
10.	Sentence Rearrangement
11.	Sentence Improvement
12.	Cloze test

General Awareness:

S. No.	Name of the Topic
1.	History
2.	Culture
3.	Geography
4.	Economic Scene
5.	General Policy & Scientific Research
6.	Science
7.	Current Affairs
8.	Books and Authors
9.	Sports
10.	Important Schemes
11.	Important Days
12.	Portfolios
13.	People in News

Documents to be carried on Test Day:

In addition to the **Admission Certificate**, it is mandatory to carry at least two passport size recent color photographs, Original valid Photo-ID proof having the Date of Birth as printed on the Admission Certificate, such as:

1. Aadhaar Card/ Printout of E-Aadhaar,
2. Voter's ID Card,
3. Driving License,
4. PAN Card,
5. Passport,
6. ID Card issued by University/ College/ School,
7. Employer ID Card (Govt./ PSU),
8. Ex-Serviceman Discharge Book issued by Ministry of Defense,
9. Any other photo bearing ID Card issued by the Central/ State Government.

Mode of Selection:

1. All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are found to be in order and are provisionally accepted by the Commission as per the terms and conditions of this Notice of Examination, will be assigned **Roll**



numbers and issued **Admission Certificate (AC)** for appearing in the **Computer Based Examination (Tier-I)**.

2. Admission Certificates for all stages of examination will be issued online on the websites of concerned **Regional/ Sub-Regional Office of the Commission**. Candidates are therefore advised to regularly visit the websites of the Commission Headquarters (i.e. <https://ssc.nic.in>) and concerned Regional/ Sub Regional office of the Commission under whose jurisdiction the examination centers opted by the candidate are located.
3. **Minimum qualifying marks in Tier-I, each Paper of Tier-II and Tier-III Examination are as follows:**
 1. UR: 30%
 2. OBC/ EWS: 25%
 3. Others: 20%
4. Based on the **marks scored in Tier-I i.e. Computer Based Examination**, candidates will be shortlisted, category-wise, to appear in Tier-II and Tier-III Examinations. Separate cut-offs will be fixed for **Paper-III of Tier-II** (i.e. for the post of JSO and Statistical Investigator Grade-II), **Paper-IV of Tier-II** (i.e. for the posts of Assistant Audit Officer and Assistant Accounts Officer) and for **Paper-I + Paper-II of Tier-II** (i.e. for all other posts).
5. **Tier-II and Tier-III Examinations** will be conducted for all the candidates qualified in Tier-I. In Tier-II, all the candidates will be required to appear in Paper-I and Paper-II. However, only specific candidates shortlisted for the posts of JSO/ Statistical Investigator and Assistant Audit Officer/ Assistant Accounts Officer will be required to appear in **Paper-III and Paper-IV** respectively.
6. Based on the aggregate performance in **Tier-I and Tier-II Examinations**, candidates will be shortlisted for evaluation of **Tier-III Examination**. The candidates who are not qualified in Tier-II will not be eligible for evaluation of **Tier-III** and they will not be considered for further selection process.
7. **Based on the aggregate performance** of qualified candidates in Tier-I, Tier-II and Tier-III Examinations, candidates will be shortlisted to appear in Document Verification and Skill Tests i.e. **Computer Proficiency Test (CPT)** and **Data Entry Skill Test (DEST)**. Skill Tests where prescribed are mandatory but qualifying in nature. If a candidate does not appear in Skill Test or fails to qualify the Skill Test, he/ she will not be eligible for the posts where CPT/ DEST are mandatory.
8. Preference of posts will be taken from the candidates either online before **DV** or at the time of **Document Verification**.
9. Merit list will be prepared on the basis of overall performance of candidates in Tier-I, Tier-II and Tier-III Examinations. Final selection of candidates, in each category, will be made on the basis of aggregate marks scored by them in „Tier-I, Tier-II and Tier-III examinations“ and „preference of posts“ exercised by them. Once the candidate has been given his/ her first available preference, as



per his/ her merit, he/ she will not be considered for any other option. Candidates are, therefore, advised to exercise preference of posts very carefully. The option/ preference once exercised by the candidates will be treated as **FINAL and IRREVERSIBLE**. Subsequent request for change of allocation/ service by candidates will not be entertained under any circumstances/ reasons.

10. The final allotment of posts is made on the basis of merit-cum-preferences of Posts/ Departments given by the candidates and once a post is allotted, no change of posts will be made by the Commission due to non-fulfillment of any post specific requirements of physical/ medical/ educational standards. In other words, for example, if a candidate has given higher preference for a post and is selected for that post; in that case, if he/ she fails to meet the medical/ physical/ educational standards for that post, his/ her candidature will be rejected and he/ she will not be considered for any other posts.

11. SC, ST, OBC, EWS, ESM and PwD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the general/ unreserved vacancies in the post as per their position in the overall merit or vacancies earmarked for their category, whichever is advantageous to them. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS, ExS and PwD candidates.

12. SC, ST, OBC, EWS, ESM and PwD candidates who qualifies on the basis of relaxed standards viz. age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc., irrespective of his/ her merit position, is to be counted against reserved vacancies and not against un-reserved vacancies. Such candidates may also be recommended at the relaxed standards to the extent of number of vacancies reserved for them, to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit. In so far as cases of Ex-Serviceman are concerned, deduction of the military service rendered from the age of ex-servicemen is permissible against the reserved or unreserved posts and such exemption will not be termed as relaxed standards in regard to age. Similarly, for PwD candidates, relaxation of 10 years in upper age limit will not be termed as relaxed standards.

13. A person with disability who is selected on his/ her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for persons with disability of relevant category.

14. Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/ post.

15. The candidates applying for the examination should ensure that **they fulfill all the eligibility conditions for admission to the examination**. Their admission at all stages of the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on



verification, at any time before or after the written examination, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled.

16. Candidates selected for appointment are liable to serve anywhere in India i.e. all these posts carry **All India Service Liability (AISL)**. Candidates on final selection may be allotted a State/ UT/ Zone by the concerned

17. User Ministry/ Department/ Organization. Such candidates may be required to acquire the proficiency in local language of the allotted State/ UT/ Zone for confirmation of the candidates to the allotted posts by the concerned User Ministry/ Department/ Organization

Action of Misconduct:

If any candidate is found indulging in any irregularity/ misconduct/ malpractice at any stage of recruitment, the candidate shall be debarred for the period mentioned below, apart from cancellation of candidature for the examination without prejudice to any other legal action. The Commission may take appropriate actions as deemed fit including verification of Signature, Thumb Impression, Handwriting, Photograph, etc. captured during various stages of recruitment to ascertain genuineness of candidates to ensure fair selection.

S. No.	Type of Malpractice	Debarment period
1.	Taking away any Examination related material such as OMR/ Examination sheets, Rough Sheets, Commission Copy of Admission Certificate, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination	2 Years
2.	Leaving the Examination Venue uninformed during the Examination.	2 Years
3.	Misbehaving, intimidating or threatening in any manner with the examination functionaries" i.e. Supervisor, Invigilator, Security Guard or Commission's representatives etc.	3 Years
4.	Obstruct the conduct of examination/ instigate other candidates not to take the examination.	3 Years
5.	Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.	3 Years
6.	Obtaining support/ influence for his/ her candidature by any irregular or improper means in connection with his/ her candidature.	3 Years
7.	Possession of Mobile Phone in „switched on“ or „switched off“ mode.	3 Years
8.	Appearing in the same examination more than once in contravention of the rules	3 Years
9.	A candidate who is also working on examination related matters in the same examination	3 Years
10.	Damaging examination related infrastructure/ equipment's.	5 Years
11.	Appearing in the Exam with forged Admit Card, identity proof, etc.	5 Years
12.	Possession of fire arms/ weapons during the examination.	5 Years
13.	Assault, use of force, causing bodily harm in any manner to the	7 Years



	examination functionaries" i.e. Supervisor, Invigilator, Security Guard or Commission's representatives etc.	
14.	Threatening/ intimidating examination functionaries with weapons/ fire arms	7 Years
15.	Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.	7 Years
16.	Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	7 Years
17.	Impersonate/ Procuring impersonation by any person.	7 Years
18.	Taking snapshots, making videos of question papers or examination material, labs, etc.	7 Years
19.	Sharing examination terminal through remote desktop software's/ Apps/ LAN/ VAN, etc.	7 Years
20.	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	7 Years

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English Language E-Books

