

Syllabus

Sr. No.	Indicative Contents of Syllabus	Marks
1	English:- Basic Grammar, Subject and Verb, Adjectives and Adverbs, Synonyms, Antonyms, One Word Substitution, Fill in the Blanks, Correction in Sentences, Idioms and their meanings, Spell Checks, Adjectives, Articles, Prepositions, Direct and Indirect Speech, Active and Passive Voice, Correction in Sentences, etc.	30
2	Computer knowledge Basics of computers, Network & Internet, Use of office productivity tools like Word, Spreadsheet & PowerPoint.	35