

# **PHHC Syllabus 2021 - Stenographer Examination**

## **Punjab Haryana High Court Stenographer Exam Syllabus - General Awareness**

- Important Financial & Economic News.
- Indian Constitution.
- Sports.
- Current Affairs – National & International.
- Culture.
- Scientific Research.
- Science – Inventions & Discoveries.
- Knowledge of Current Events.
- Economy.
- Budget and Five Year Plans.
- General Politics.
- Budget and Five Year Plans.
- Economy, Banking, and Finance
- Scientific Research.
- History.
- Countries & Capitals etc.

## **PHHC Stenographer Exam Syllabus - General English**

- Articles.
- Idioms & Phrases.
- Vocabulary.
- Grammar.
- Subject Verb Agreement.
- Antonyms.
- Sentence Rearrangement.
- Synonyms.
- Fill in the Blanks.
- Sentence Completion.
- Theme detection.
- Adverb.
- Error Correction.
- Word Formation.
- Tenses.
- Passage Completion.
- Error Correction.
- Unseen Passages.
- Conclusion.
- Verb.
- Comprehension.

## **Chandigarh High Court Steno Syllabus - Computer Proficiency**

- Microsoft Publisher.
- MS PowerPoint.
- Microsoft Access.
- MS Word.
- MS Project.
- Microsoft Outlook.
- MS Excel.
- MS Visio.
- Microsoft OneNote.