

## ESIC UDC Exam Pattern

### UDC (Prelims)

Name of the Subject	Number of Questions	Number of Marks	Time Duration
General Intelligence and Reasoning	25	50	1 Hour
General Awareness	25	50	
Quantitative Aptitude	25	50	
English Comprehension	25	50	
<b>Total</b>	<b>100</b>	<b>200</b>	<b>1 Hour</b>

### UDC (Mains)

Name of the Subject	Number of Questions	Number of Marks	Time Duration
General Intelligence and Reasoning	50	50	2 Hours
General Awareness	50	50	
Quantitative Aptitude	50	50	
English Comprehension	50	50	
<b>Total</b>	<b>200</b>	<b>200</b>	<b>2 Hours</b>

### UDC (Computer Skill Test)

Description of Test	Number of Marks	Time Duration
Preparation of 02 PowerPoint Slides	10	30 minutes
Typing matter on MS Word with formatting	20	
Preparation of Table on MS Excel with use of formulae	20	
<b>Total</b>	<b>50</b>	<b>30 minutes</b>

# ESIC Steno Exam Pattern

## Phase 1

Sl. No	Name of the Test	No of Questions	Maximum Marks	Exam Duration
1.	English Language and Comprehension	100	100	70 Min
2.	Reasoning Ability	50	50	35 Min
3.	General Awareness	50	50	25 min

## Phase 2

Sl. No	Description of Test	Marks	Total Marks	Duration
1.	Preparation of 02 PowerPoint slides	10	50	30 minutes
2.	Typing Matter on MS word with Formatting	20		
3.	Preparation of Table on MS Excel with use of Formulae	20		

## ESIC UDC, Steno Syllabus-Topics Wise

### General Intelligence and Reasoning

- Decision making
- Analogy.
- Non-Verbal Series.
- Alphabet Series.
- Number Ranking.
- Arithmetical Computation.
- Problem Solving.
- Judgment
- Arithmetical Number Series.
- Number Series.

- Discriminating observation

### **General Awareness**

- History.
- Books and Authors.
- Culture.
- Abbreviations.
- General Politics.
- Current Affairs – National & International.
- Economic Science.
- Geography.
- Important Financial & Economic News.
- Science – Inventions & Discoveries.
- Indian Constitution.
- Current events.
- Books.
- Important Days.
- Awards and Honors.
- Sports and Games.

### **Quantitative Aptitude**

- Ratio and Proportions.
- Mixtures & Allegations
- Number System.
- Percentages.
- Decimal & Fractions.
- Profit and Loss.
- Average.
- Time and Work
- Simplification.
- Time and Distance.
- Simple & Compound Interest.
- Problems on Ages.
- HCF & LCM.
- Data Interpretation.

### **English**

- Adverb.
- Error Correction.
- Verb.
- Subject-Verb Agreement.

- Tenses.
- Sentence Rearrangement.
- Fill in the Blanks.
- Articles.
- Unseen Passages.
- Synonyms.
- Vocabulary.
- Idioms & Phrases.
- Grammar.
- Comprehension.
- Antonyms.