

BSF Head Constable Syllabus 2024

The Border Security Force is accepting applications to fill Head Constable (Ministerial) positions. Candidates will be selected for the position based on their performance in the written exam, physical measurement, ASI shorthand test, HC typing speed test, paperwork, and medical examination. The BSF Head Constable Syllabus has five subjects: Hindi/English Language, General Intelligence, Numerical Aptitude, Clerical Aptitude, and Basic Computer Knowledge.

BSF Head Constable Syllabus for English Language

Topics	Description
Spot the Error	Identifying grammatical or spelling mistakes in sentences.
Fill in the Blanks	Completing sentences by filling in missing words.
Synonyms/Homonyms	Finding words with similar meanings or identifying words that sound alike but have different meanings.
Antonyms	Identifying words with opposite meanings.
Spellings/Detecting Misspelt Words	Identifying incorrectly spelled words.
Idioms & Phrases	Understanding and using idiomatic expressions and phrases.
One Word Substitution	Replacing phrases with a single word that conveys the same meaning.
Improvement of Sentences	Rewriting sentences to improve clarity, grammar, or style.
Active/Passive Voice of Verbs	Converting sentences from active to passive voice and vice versa.
Conversion into Direct/Indirect Narration	Converting sentences from direct to indirect speech and vice versa.
Shuffling of Sentence Parts	Rearranging parts of a sentence to form a coherent sentence.
Shuffling of Sentences in a Passage	Rearranging sentences to form a coherent passage.
Cloze Passage	Filling in blanks in a passage with appropriate words.
Comprehension	Reading passages and answering questions based on the content.
Passage and Miscellaneous	Answering various types of questions based on a given passage.

BSF Head Constable Syllabus for General Intelligence

Topics for General Intelligence covered in BSF Head Constable Syllabus

Semantic Analogy	Figural Classification
Symbolic operations	Punched hole/pattern-folding & unfolding
Symbolic/Number Analogy	Semantic Series
Trends	Figural Pattern-folding and completion
Figural Analogy	Number Series
Space Orientation	Embedded figures
Semantic Classification	Figural Series
Venn Diagrams	Critical Thinking
Symbolic/Number Classification	Problem Solving
Drawing inferences	Emotional Intelligence
Coding and decoding	Word Building
Other subtopics	Social Intelligence

BSF Head Constable Syllabus for Numerical Aptitude

Topic	Subtopics
Number Systems	Computation of whole numbers
	Decimals and Fractions
	Relationship between numbers
Fundamental Arithmetic	Percentage
	Ratio and Proportion
	Square roots
	Averages

	Interest (Simple and Compound)
	Profit and Loss
	Discount
	Partnership Business
	Mixture and Alligation
	Time and distance
	Time and work
Algebra	Basic algebraic identities of School Algebra
	Elementary surds (simple problems)
	Graphs of Linear Equations
Geometry	Familiarity with elementary geometric figures and facts
	Triangle and its various kinds of centers
	Congruence and similarity of triangles
	Circle and its chords
	Tangents
	Angles subtended by chords of a circle
	Common tangents to two or more circles
Mensuration	Triangle
	Quadrilaterals

	Regular Polygons
	Circle
	Right Prism
	Right Circular Cone
	Right Circular Cylinder
	Sphere
	Hemisphere
	Rectangular Parallelepiped
	Regular Right Pyramid with triangular or square Base
Trigonometry	Trigonometry
	Trigonometric ratios
	Complementary angles
	Height and distances (simple problems only)
	Standard identities like $\sin^2\theta + \cos^2\theta = 1$, etc.
Statistical Charts	Use of Tables and Graphs
	Histogram
	Frequency Polygon
	Bar diagram
	Pie-chart

BSF Head Constable Syllabus for Clerical Aptitude

Topic	Description
Alphabetic Filing	Organizing and sorting documents or data in alphabetical order to ensure easy retrieval and management.
Attention to Detail	Carefully and thoroughly checking work to ensure accuracy and completeness, avoiding errors and omissions.
Data Checking	Reviewing and verifying data for correctness and consistency, ensuring that information is accurate and reliable.
Comparison Ability	Assessing and comparing data or documents to identify similarities and differences, and ensuring consistency.
Spelling Checking	Ensuring that all written content is free from spelling errors, maintaining professionalism and clarity.
Errors Spotting	Identifying and correcting mistakes or inconsistencies in documents, data entries, and other clerical work.
Other Miscellaneous Issues	Handling various other tasks that require aptitude and clerical skills, including problem-solving and adaptability.

BSF Head Constable Syllabus for Computer Knowledge

Main Topic	Description
Basic Computer Fundamentals	Understanding the basic components, functions, and operations of a computer.
History and Future of Computers	Overview of the development of computers from early models to modern advancements, and potential future trends.
Operating System and Basics of Windows	Introduction to operating systems with a focus on Windows, including navigation, file management, and basic settings.
Computer Abbreviation	Common abbreviations and acronyms used in computer terminology (e.g., CPU, RAM, HDD).
Microsoft Office (MS Word and Excel)	Basic skills and functionalities of Microsoft Word and Excel, including document creation, formatting, and spreadsheet management.
Short Keys	Keyboard shortcuts for common tasks to improve efficiency and productivity in using computers and software applications.
Computer Communication and the Internet	Understanding how computers communicate over networks, including basics of the Internet, email, and online safety.
Miscellaneous	Various other computer-related topics and skills not covered in the above categories, addressing additional practical knowledge.