

APSC Stenographer Syllabus 2024

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The APSC Stenographer Syllabus 2024 has been declared which will include subjects such as General Knowledge, English, Computer Knowledge etc. The topics to cover includes Economic Planning, Public Finance, Current Affairs, Concepts of programming languages, English language, networking, roles of bank, money market, computing concepts, framework of web applications etc.

General Knowledge Syllabus

Topic	Description
Current National and International Events	Major events happening globally and nationally
Economic Planning	Strategies and goals of economic development
Public Finance	Revenue, expenditure, and public sector economics
National Income	Measurement and calculation of national income
Bills	Types and procedures of different bills in parliament
Taxes on Income and Expenditure	Overview of taxation systems in India
Concepts of Budget	Structure and types of budgets
Finance Commissions	Role and functions of the Finance Commission of India
Revenue of Central Government	Major sources of revenue for the government
Science and Technology	Innovations, research, and technology developments
Financial and Railway Budget	Analysis of financial and railway budgets

Money Market in India	Structure and functioning of the money market
Schemes and Policies by Government	Recent government schemes and their impact
Types of Banks	Different categories of banks and their functions
Capital Market in India	Overview of the stock market and securities
Role of Banking	Role of banks in the economy
RBI and its Monetary Policy	Monetary policy and role of RBI
Books and Authors	Popular books and their authors

English Syllabus

Topic	Description
Grammar	Basic rules of grammar
Comprehension	Understanding passages and answering questions
Articles	Use of definite and indefinite articles
Verb	Forms and functions of verbs
Error Correction	Identifying and correcting grammatical errors
Idioms & Phrases	Commonly used idioms and their meanings
Subject-Verb Agreement	Ensuring subject and verb consistency
Fill in the blanks	Completing sentences with appropriate words
Adverb	Types and uses of adverbs
Preposition	Rules for preposition usage

Unseen Passages	Reading comprehension with unseen texts
Sentence Rearrangements	Rearranging jumbled sentences into meaningful sentences
Tenses	Usage of different tenses
Vocabulary	Knowledge of words and their meanings
One word substitution	Using one word in place of a phrase
Synonyms & Antonyms	Words with similar or opposite meanings
Correct the sentence	Fixing grammatically incorrect sentences

Computer Knowledge Syllabus

Topic	Description
Knowledge of C++	Concepts of C++ programming
Operating Systems-DOS	Basics of DOS operating system
PH	Concepts of programming languages
MS SQL Server	Database management with SQL Server
ASP.NET	Framework for web applications
ADO.NET	Data access technology in .NET
Java & Javascript	Programming languages and their applications
Firewall & antivirus	Security tools and their functionality
UML	Unified Modeling Language for software design
Object-Oriented designing	Concepts of object-oriented programming

Javascript	Scripting language for web development
Networking with LAN/WAN	Basics of networking (LAN/WAN)
Window OS Client & server	Operating systems for clients and servers
Novel	Concepts of innovative technologies
Window Services	Windows services and their functions
Web Services	Web-based services and applications
Grid Computing	Distributed computing concepts
Oracle PL SQL Architecture	Database architecture using Oracle PL SQL
Embedded System	Real-time operating systems and embedded devices
Image Processing	Techniques in digital image processing
OS	Overview of operating systems

APSC Stenographer Exam Pattern 2024

Applicants who want a close-up view of the selection process should adhere to the APSC Stenographer Exam Pattern. The final merit list selection process will be mostly based on the combined scores of the candidates in the written exam and stenography competence test. The following describes the specific exam format for each of the selection procedures:

Stage I: Stenography Proficiency Test

In the Stenography Proficiency Test, 40 marks is the minimum qualifying score. The following candidates whose applications are approved will be invited to take the stenography proficiency test, which will be administered at 150 wpm in English and 120 wpm in Assamese, Bengali, and Hindi:

Post	Stenography Speed	Time for dictation of trial passage	Time for dictation of the test passage	Time for revision of test passage by candidate	Time for Transcription
Stenographer-Grade I (English)	150 WPM	2 min	3 min	10 min	45 min
Stenographer Grade-I (Language)	120 WPM	2 min	3 min	10 min	60 min

Stage II: Written Test

A shortlist of qualifying candidates will take the written exam. These candidates passed the stenography proficiency test. The written exam will be of an objective style, with a total of 100 marks distributed among the following subjects:

Subject	Marks	Duration
English	50	2 Hours
Knowledge and ability to operate Computer	20	

General Knowledge	30	
Total	100	2 Hours