



KERALA DEVASWOM RECRUITMENT BOARD

Mode of Examination, Main topics and detailed syllabus based on main topics

Name of Post	:	Confidential Assistant Grade II
Name of Devaswom	:	Malabar Devaswom
Category Number	:	4/2021
Duration of the test	:	1 hour 15 minutes
Medium of Questions	:	English (Except Part II - Malayalam)
Mode of test	:	Objective type (Multiple choice) Test (OMR Valuation)
Total Questions	:	100
Total Marks	:	100

Syllabus - Main Topics

Part I	-	General knowledge, Current affairs and Renaissance in Kerala
Part II	-	Malayalam (Language Proficiency, Grammar and Vocabulary)
Part III	-	General English
Part IV	-	Simple Arithmetic, Mental ability, Test of reasoning
Part V	-	Computer word processing
Part VI	-	Typewriting (Malayalam & English)
Part VII	-	Temple Affiars, Hindu Culture, Customs, Traditions etc.

Detailed Syllabus based on main topics

Part I

General Knowledge, Current Affairs, Renaissance in Kerala

Marks – 30

1. Important International, National current events in the field of Politics, Economics, Science and Technology, Arts, Culture, Sports, Cinema etc.
2. Indian Physiography. Major Physiographical Divisions. The Himalaya Mountain. The Northern Plains. The Peninsular Plateau. The Coastal Plain. Indian Desert - Peculiarities, importance and its role in climate regulation.
3. Constituent Assembly, Important features of Indian Constitution. Preamble. Its significance. Fundamental rights and duties. Citizenship. Centre-State relations, State list. Concurrent list. Emergency provisions. Amendment provisions. Constitution Day – Significance. Various Constitutional Institutions – Composition, Aims, Objectives and Functions.
4. Modern India – Economy. Planning. Five year plans. Achievements in the field of Agriculture, Industry, Telecommunication, Information Technology, Space exploration, Education, Health and family welfare, Establishment of Institutions of National eminence.
5. Human Rights and Humanitarian issues. Human Rights Council of UNO. Central and State Human Rights Commission. National Commission for Women. National Commission for Protection of Child Rights. Gender equality in India. Various Women empowerment Schemes of Central and State Government. Role of education in women empowerment. Ministry of Women and Child Development – Vision, Mission and Mandate.

6. Corruption – Factors contributing corruption. Anti-corruption laws in India. Constitutional provisions to control corruption - Lokpal, Central Anti Corruption Bureau, Central Vigilance Commission, Enforcement Directorate, State Vigilance and Anti Corruption Bureau – Constitution, Powers and responsibilities.
7. Social welfare legislations and programmes. Right to Information Act. Central and State Information Commission. Food Security Act. Swach Bharath Abhiyan- Pradhan Mantri Jan Dhan Yojana. National Health Mission. National Nutrition Mission. National Pension System. Akshaya Project. State Literacy Mission. Peoples planning. Kudumbasree and other social welfare, social security programmes of the state Government.
8. Biodiversity. Factors affecting Biodiversity. Conservation and protection of Biodiversity. Wildlife sanctuaries. National Parks. Community Reserves. Biosphere Reserves. Red Data Book. Renowned Environmentalists. National and International agencies for environment protection. UNEP, IUCN, World Wildlife Fund. Green Peace. National Biodiversity Authority. Indian Council For Forestry Research and Education. Wildlife Protection Act, 1972. Forest Conservation Act, 1980 – Objectives. Important Conservation Projects. Forests in Kerala. Forest Biodiversity.
9. Global Warming. Depletion of Ozone layer. Climate changes. Recent deluges. Land slides, Cyclones. Scientific management of Resources and Natural system. Modern techniques to monitor and foresee extreme changes in climate. Institutions and Organisations responsible for weather forecasting. World Meteorology organisations, The India Meteorological Department etc.

10. Health sector in Kerala - Fight against Corona virus – Covid 19 Testing Strategy - Covid Clinics - Covid vaccines and vaccination procedure. Covid detection tests. Palliative care. Various measures taken by Central and State Governments to curb the surge in Covid cases. Serum Institute of India. Institute of Genomics. Rajiv Gandhi Centre for Biotechnology. Institute of Advanced Virology. Indian Council of Medical Research. Public Health Institutes. Kerala State Drugs and Pharmaceuticals Limited. Health Missions of the Central and State Governments.

11. Democratic Decentralisation in India in general and Kerala in particular – Aim and objectives of Decentralisation. Local self Government – Rural and Urban. Municipal corporations. District, Grama and Block Panchayats. Composition, powers and functions. Benefits of local planning. 25 years of People's plan in Kerala - Co-operative sector in Kerala.

12. Famous International, national sports personalities - Their sports events, Achievements and award winners. Important Sports Awards - Winners and related events. Olympics 2021. Paralympics 2021 - Events and personalities. Record breaking performances. India's performance in 2021 Olympics. Famous international and national Sports and Games - Venues, events and winners. Eurocup 2020 - Countries, Venues, Matches, Winners. Grand Slam Tournament - Venues and Winners.

13. Malayalam Literature. Famous Writers, their work, Characters. Central and State Sahitya Academy Award Winners, Jnanpith Award Winners and related facts. Other National literary Awards and Award winners. Indian Cinema. Film Festivals. State and Central Government Film Awards and winners - Dada Saheb Falke Award - Award Winners. Institutions and Academies working for the upliftment of Literature, Arts and Culture.

14. Renaissance in Kerala – Stages of historical developments in Kerala. Early history. Monuments peeping into the past. Socio, religious Reform Movements. Women emancipation in Renaissance. Literary Awakening. Social movements and revolts. Karshaka Sangham, Ezhava Memorial, Malayali Memorial, Channar Agitation, Guruvayur Sathyagraha, Temple Entry Proclamation. Formation of Travancore – Cochin State. Leaders of Renaissance and their contribution – Brahmananda Swami Sivayogi, Chattambi Swami, Sree Narayana Guru, Vagbhadananda, Ayyankali, Mannath Padmanabhan, Dr. Palpu, Vakkom Moulavi and others.

Part II - മലയാളം

മാർക്ക് - 10

വ്യാകരണം, പദസഞ്ചയം

- (1) വിപരീതപദം, പര്യായപദം
- (2) അർത്ഥം, അർത്ഥവ്യത്യാസം
- (3) ഒറ്റപദം, വാക്യശുദ്ധി, പദശുദ്ധി
- (4) ആഖ്യാനം, അന്യാഖ്യാനം
- (5) ശബ്ദവിഭാഗം
- (6) സന്ധി, വിഭക്തി, സമാസം
- (7) ചിഹ്നങ്ങൾ
- (8) നാനാർത്ഥം
- (9) ചോദ്യരൂപം മാറ്റൽ
- (10) കർത്തരി പ്രയോഗം, കർമ്മണി പ്രയോഗം
- (11) നാമം, വിവിധ നാമങ്ങൾ, ക്രിയ, വിവിധ ക്രിയാരൂപങ്ങൾ
- (12) വാക്യങ്ങൾ, പദങ്ങൾ, നാമങ്ങൾ എന്നിവയുടെ ശരിയായ വിവർത്തനം
- (13) ശൈലികൾ, പഴഞ്ചൊല്ലുകൾ
- (14) വചനം
- (15) ഘടകപദം (വാക്യം ചേർത്തെഴുതുക)

Part III – General English

Marks – 10

- Grammar
- Tense – Correct use, Common errors in using Tense.
- Concord – Subject verb agreement
- Transformation of sentence
- Preposition
- Passivisation (Active and passive voice)
- Reporting (Reported Speech)
- Question Tags
- Degrees of comparison
- Error Identification/Spelling Test
- Nouns, Pronouns, Adverbs, Adjectives
- Direct and Indirect speech
- Phrasal verbs and Idioms
- Testing elements of Language
 - (a) Vocabulary
 - (b) Antonyms, Synonyms
 - (c) Change of gender
 - (d) One word substitution
- Testing skills of comprehension
- Passage followed by comprehension
- Spell check

Part IV

Simple Arithmetic, Clerical Ability, Mental Ability, Test of Reasoning

Marks – 10

- (1) Blood relation puzzle
- (2) Average
- (3) Decimals and Fractions – Operations with Fractions and Decimals
- 4) Percentage, Ratio and Proportion
- (5) Profit and Loss, Problems related to Area and Volume
- (6) Simple Interest, Compound Interest
- (7) Time and Distance, Time and Work – Basic concepts
- (8) Sense of Direction
- (9) Progression, Calendar and Date, Sequence, Arithmetic sequence
- (10) Odd man out
- (11) Letter series, Number series

Part V - Computer Word Processing

Marks – 20

Computer Basics. Word Menu. Tool Box/ Ribbon. Document – Creation, Editing, Saving, Opening. Text Editing, Deleting, Inserting, Selection, Moving, Copying - Change Case. Doing/Undoing. Fonts. Text Direction. Align text. Formatting Documents. Paragraph formatting. Applying styles. Header and Footer. Bullets, Numbering. Borders, Shading, Columns, Tabs, Line spacing, Page Layout. Margins, Orientation. Paper Size. Spacing, Numbering Papers, Inserting Section Break, Spell Check – Zoom, Shapes, Tables – Creating, Editing, Formatting, Insertion, Document with Tabs - Formula – Sorting, Mail Merge, Printing – Print Preview, Printer Settings. Printing multiple copies. Powerpoint - Inserting and Deleting a Slide, Views. Inserting Chart Diagram. Page setup.

Part VI - Type Writing – English and Malayalam Lower

Marks – 10

History of Typewriter, Different types of Correspondence and it's formats. Tabulator Statements. Manuscripts and it's corrections. Mechanism of Typewriter. Movements of Typewriter. Key Board and different types of keys. Abbreviations. Rules of Punctuation Marks. Lower and upper case Characters. Paragraphs. Variation & Speed.

Part VII - Temple Affairs, Hindu culture, Customs and Traditions etc.

Total Marks : 10

Temples in India with special importance to temples in Kerala. Temple Affairs. Temple Festivals. Devotional and Ceremonial functions in temples. Various Deities. Hindu Holidays and observances. Holy books of Hinduism. Great Indian Saints, Philosophers, Thinkers and their contributions. Bhakthi Movement. Bhakthi Literature. Temple Arts and Architecture. Famous Temple Percussion Artists. Vasthuvidya Gurukulam. Vadya Kala Peedom. Present day Temple Administration in Kerala. Various Devaswom Boards. Travancore Cochin Hindu Religious Endowment Act, 1950. It's importance. Kerala Devaswom Recruitment Board - Formation, Aims, duties, responsibilities and Hierarchial setup.

Controller of Examinations
Kerala Devaswom Recruitment Board