NAINITAL BANK
THE NAINITAL BANK LTD.

ON-LINE EXAMINATION - FOR RECRUITMENT OF CLERKS

INFORMATION HANDOUT

This handout contains details pertaining to various aspects of the online exam you are going to undertake and important instructions about related matters. You are advised to study the handout carefully as it will help you in preparing for the examination.

The on-line examination will comprise the following objective type multiple choice tests as stated below :

Sr. No.	Test	No of Ques	Marks	Time
1	Reasoning	50	50	
2	English Language	50	50	Composite Time of 2 hours
3	Numerical Ability	50	50	
4	Clerical Aptitude and Basic Computer Knowledge	50	50	
	Total	200	200	

The time for the test is 120 minutes; however you may have to be at the venue for approximately 180 minutes including the time required for logging in, collection of the call letters, going through the instructions etc. The tests will be provided in English. You can attempt any question from 1 to 200 at any point of time within these 120 minutes. All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **You have to select the most appropriate answer and 'mouse click' that alternative which you feel is appropriate/ correct. The alternative/ option that you have clicked on will be highlighted and will be treated as your answer to that question. There will be penalty for wrong answers marked by you. For every wrong answer marked by you, 1/4th of the marks assigned to that question will be deducted as penalty.**

Please note that the types of questions in this handout are only illustrative and not exhaustive. In the actual examination you will find questions of a higher difficulty level on some or all of these types and also questions on the types not mentioned here.

Some sample questions are given below.

SAMPLE QUESTIONS

REASONING

This is a test to see how well you can think. It contains questions of various kinds. Here are some sample questions.

Directions : In the following question, there is a group of letters or words given. Four of the five are alike in a certain way, while one is different. Find out the one which is different.

Q.1. (1) black   (2) red   (3) green   (4) yellow   (5) paint

Q.2. "Foot" is related to "Man" in the same way as "Hoof" is related to ———
(1) Leg   (2) Horse   (3) Dog   (4) Boy   (5) Shoe

Q.3. "Day" is related to "Night" in the same way as "Kind" is related to ———
(1) Cruel   (2) Bright   (3) Dark   (4) Generous   (5) Gratitude

Q.4. In the series given below count each 5 which is not immediately preceded by 3 but is immediately followed by 7. How many such 5's are there ?
1 5 7 3 5 7 4 7 3 7 2 5 6 5 8 5 7 4 5 6 5 5 7 1 5 7 7 5 5
(1) 1   (2) 2   (3) 3   (4) 4   (5) 5

1

Q.5. The town of Paranda is located on Green lake. The town of Akram is West of Paranda. Tokhada is East of Akram but West of Paranda. Kakran is East of Bopri but West of Tokhada and Akram. If they are all in the same district, which town is the farthest West ?
(1) Paranda   (2) Kakran   (3) Akram   (4) Tokhada   (5) Bopri

Q.6. STAMMERING is related to SPEECH in the same way as DEAFNESS is related to which of the following ?
(1) EAR   (2) HEARING   (3) DUMB   (4) SILENCE   (5) TALK

Q.7. Madhav ranks seventeenth in a class of thirty-one. What is his rank from the last ?
(1) 13   (2) 14   (3) 15   (4) 16   (5) 17

Q.8. Sapling is related to Tree as -----
(1) Horse is related to Mare   (2) River is related to Brook   (3) Bud is related to Flower
(4) Student is related to Teacher   (5) Tree is related to Furniture

Q.9. Which letter should be in place of the question mark in the following series ?
G   H   J   M   ?   V
(1) T   (2) S   (3) R   (4) U   (5) Q

ENGLISH LANGUAGE

This is a test to see how well you 'know' English. Your English language ability would be tested through questions on grammar, vocabulary, sentence completion, synonyms, antonyms, comprehension of a passage, etc. Study and answer the sample questions given below. Please remember, in the test proper there may be questions of several other types also.

Directions : Pick out the most appropriate word from amongst the words given below each sentence to complete it meaningfully.

Q.10. He quickly glanced .... the book to find what it said about the Indian economy.
(1) at   (2) through   (3) in   (4) to   (5) over

Q.11. The counsel urged the court to .... down the obnoxious law.
(1) enact   (2) enforce   (3) cancel   (4) strike   (5) declare

Q.12. The local official .... the Minister of the situation.
(1) explained   (2) warned   (3) apprised   (4) told   (5) intimated

Directions : Read each sentence given below to find out whether there is any grammatical error in it. The error, if any, will be in one part of the sentence. The number of that part of the sentence is your answer. If there is no error, the answer is '5'. (Ignore errors of punctuations, if any)

Q.13. I am twenty / two years old / when I first / joined the bank.   No error
     (1)   (2)   (3)   (4)   (5)

Q.14. To the Hindus / the Ganga is / holier than / any other river.   No error
     (1)   (2)   (3)   (4)   (5)

Q.15. Of all the teachers / in our school / our class teacher / were very strict.   No error
     (1)   (2)   (3)   (4)   (5)

Directions : In each of the following questions select from amongst the five alternatives, the word **nearest in meaning** to the word given in capitals.

Q.16. CENTENARY
(1) a guard   (2) a hundred years   (3) a very old man   (4) hundred runs   (5) hundredth anniversary

Q.17. TRIUMPH
(1) conquer   (2) smash   (3) earn   (4) brave   (5) capture

Directions : In each of the following questions, select from amongst the five alternatives, the word **most opposite** in meaning of the word given in capitals.

Q.18. LIVELY
(1) simple   (2) weak   (3) dull   (4) angry   (5) moron

Q.19. INADVERTENT
(1) adequate   (2) available   (3) sluggish   (4) negligent   (5) intentional

In addition to the above questions, there will be a passage in English for comprehension. You will be asked questions based on the passage.

NUMERICAL ABILITY

This test is designed to measure how fast and accurate you are in dealing with numbers, viz. computation, quantitative reasoning, interpretation of tables and graphs.

Q.20. At 10 paise each, how many paise will 6 lemons cost ?
(1) 6   (2) 10   (3) 60   (4) 61   (5) 610

Q.21. Which of the following can be exact multiple of 4 ?
(1) 27114   (2) 58204   (3) 48402   (4) 32286   (5) None of these

This test is to measure how fast and accurate you are in dealing with numbers.

Q.22-27. In each of the following questions one number is missing. The place where the number is missing is shown by a question mark (?). You have to find out which one of the answers shown against 1, 2, 3 and 4 can replace the question mark. If none of these four can replace the question mark, you will indicate (5) i.e. 'None of these' as your answer.

Q.22. $42 + 73 + 137 = ?$
(1) 352   (2) 252   (3) 242   (4) 142   (5) None of these

Q.23. $20 \times \dfrac{1}{2} = ?$
(1) 4   (2) 5   (3) 12   (4) 20   (5) None of these

Q.24. $0.7 \times 0.5 = ?$
(1) 35   (2) 0.35   (3) 0.0035   (4) 0.035   (5) None of these

Q.25. $\dfrac{24}{65} \times \dfrac{13}{56} \times \dfrac{5}{7} = ?$
(1) $\dfrac{3}{49}$ (2) $\dfrac{15}{245}$ (3) $\dfrac{3}{77}$ (4) $\dfrac{15}{56}$ (5) None of these

Q.26. $(27 + 498) \div 25 = ?$
(1) 17   (2) 25   (3) 21   (4) 12   (5) None of these

Q.27. $15 : 25 : : 6 : ?$
(1) 9   (2) 10   (3) 30   (4) 15   (5) None of these

CLERICAL APTITUDE AND BASIC COMPUTER KNOWLEDGE

There will be different types of items in this test. In the first type, in each question a combination of name and address is given in the first column at the left followed by four such combinations one each under the columns 1, 2, 3 and 4. You have to find out the combination which is exactly the same as the combination in the first column. The number of the column which contains that combination is the answer. If all the combinations are different, the answer is "5".

	1	2	3	4	5
Q.28. S. R. BHAT 36, Bora Street Bombay–400096	S. R. BHAT 63, Bora Street Bombay–400096	S. R. BHATT 36, Bora Street Bombay–400096	S. R. BHAT 36, Bora Street Bombay–400069	S. R. BHAT 36, Bora Street Bombay–400096	None
Q.29. S. Narayanan Amar Apt. 62 Bombay–400011	S. Narayan Amar Apt. 62 Bombay–400011	S. Narayanan Amar Apt. 62 Bombay–400011	S. Narayanan Amar Apt. 66 Bombay–400011	S. Naraianan Amar Apt. 62 Bombay–400011	None

Q.30-31. In the following questions a group of numbers and symbols is to be coded by the letter code as per the given scheme and conditions. You have to find out the sr.no. of the letter code group which correctly represents the number symbol combination. The sr. no. of that letter code group is your answer. If none of the letter code groups is correct then mark (5) i.e None of these as your answer.

Number/Symbol :	2	$	@	7	6	#	8
Letter Code :	Q	B	H	L	F	M	T

Condition :

1. If the first as well as the last element is a symbol both are to be coded as 'A'.

2. If the first element is even digit and last element is a symbol their codes are to be inter changed.

Q.30. 67@2#
(1) FLHQM   (2) MLHQF   (3) MLQHE   (4) FLQHM   (5) None of these

Q.31. $687#
(1) AFTLA   (2) AFTLM   (3) BFTLA   (4) BFTLM   (5) None of these

Q.32. Every component of your computer is either _____
 (1) software or CPU / RAM (2) hardware or software
 (3) application software or system software (4) an input device or output device
 (5) None of these

Q.33. The function of CPU is ——
 (1) to provide external storage of text (2) to create a hard copy
 (3) to create a new software (4) to read, interpret and process the information and instruction
 (5) none of these

Q.34. Pick the odd man out.
 (1) Monitor (2) Keyboard (3) Floppy drive (4) Windows (5) Hard-disk drive

Q.35. The full form of LAN is ——
 (1) Local Access Network (2) Local Area Network (3) Long Area Node
 (4) Local Area Node (5) None of these

Q.36. A database is _____
 (1) a collection of unrelated facts (2) Collection of organised information in structured way
 (3) hardware storage area (3) base in which a computer can launch
 (5) None of these

(A) **Details of the On-line Examination Pattern**

(1) The examination would be conducted on-line i.e. on a computer.

(2) All tests will be in English.

(3) All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **The candidate has to select the most appropriate answer and 'mouse click' that alternative which he/ she feels is appropriate/ correct. The alternative/ option that is clicked on will be highlighted and will be treated as the answer to that question. Answer to any question will be considered for final evaluation, only when candidates have submitted the answers by clicking on "Save & Next" or "Mark for Review & Next".**

(4) The clock has been set at the server and the countdown timer at the top right corner of your screen will display the time remaining for you to complete the exam. When the clock runs out the exam ends by default - you are not required to end or submit your exam.

(5) The question palette at the right of screen shows one of the following statuses of each of the questions numbered:

 You have not visited the question yet.

 You have not answered the question

 You have answered the question

 You have NOT answered the question but have marked the question for review

 You have answered the question but marked it for review.

The Marked for Review status simply acts as a reminder that you have set to look at the question again. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

(6) To select a question to answer, you can do one of the following :

 (a) Click on the question number on the question palette at the right of your screen to go to that numbered question directly. Note that using this option **does NOT save your answer** to the current question.

 (b) Click on **'Save & Next'** to save answer to current question and to go to the next question in sequence.

 (c) Click on **'Mark for Review and Next'** to save answer to current question, mark it for review, and to go to the next question in sequence.

(7) You can view the entire paper by clicking on the **Question Paper** button.

(8) To select your answer, click on one of the option buttons

(9) To change your answer, click the another desired option button

(10) To save your answer, you MUST click on **Save & Next**

(11) To deselect a chosen answer, click on the chosen option again or click on the **Clear Response** button.

(12) To mark a question for review click on **Mark for Review & Next**. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

(13) To change an answer to a question, first select the question and then click on the new answer option followed by a click on the **Save & Next** button.

(14) Questions that are saved or marked for review after answering will ONLY be considered for evaluation.

(15) Sections will be displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section you will view will be highlighted.

(16) After clicking the **Save & Next** button on the last question for a section, you will automatically be taken to the first question of the next section.

(17) You can move the mouse cursor over the section names to view the status of the questions for that section.

(18) You can shuffle between sections and questions anytime during the examination as per your convenience.

(19) The candidates are requested to follow the instructions of the "Test Administrator" carefully. If any candidate does not follow the instructions / rules, it would be treated as a case of misconduct/ adoption of unfair means and such a candidate would be liable for debarment from appearing for examinations for a period as decided by Bank.

(20) The candidates may ask the Test Administrator about their doubts or questions only before the commencement of the test. No query shall be entertained after the commencement of the examination.

(21) After the expiry of 120 minutes, the candidates will not be able to attempt any question or check their answers. The answers of the candidate would be saved automatically by the computer system even if he/ she has not clicked the "Submit" button.

(22) Please note :
  (a) Candidates will not be allowed to "finally submit" unless they have exhausted the actual test time.
  (b) Under no circumstances should a candidate click on any of the 'keyboard keys' once the exam starts as this will lock the exam.

B] General Instructions:
  (1) Please note your roll number, password, date, time and venue address of the examination given in the call letter.
  (2) You may visit the venue one day before the Online Examination to confirm the location so that you are able to report on time on the day of the examination.
  (3) The call letter should be brought with you to the examination venue along with your recent passport size photograph duly pasted on it.
  (4) You must scrupulously follow the instructions of the Test Administrator and Bank Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.
  (5) No use of calculators (separate or with watch), books, note books or written notes, cell phones (with or without camera facility), or any other electronic device will be allowed during the examination.
  (6) You are required to bring the call letter along with **photo affixed thereon** and **currently valid photo identity proof** (such as PAN Card/Passport/Driving License/Voter's Card with photograph/ Photo Identity proof issued on original letter head by a Gazetted Officer/People's Representative or Identity Card issued by a recognised College/University (valid in current year)/ Aadhar Card with a photograph/Employee ID) **in original.**
  (7) Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled and/or the result withheld. Any candidate who is found copying or receiving or giving assistance or engaging in any behaviour unbecoming of a candidate will not be considered for assessment. The Bank may take further action against such candidates as deemed fit by it.
  (8) You should bring with you a ball-point pen. A sheet of paper will be provided which can be used for rough work or taking down the question number you would like to review at the end of the test before submitting your answers. After the test is over you should hand over this sheet of paper to the Test Administrator before leaving the venue.

IMPORTANT POINTS TO REMEMBER

You are advised to bring with you the following:
(i) Call letter and the photo ID card in Original as mentioned in point 6 above.
(ii) One Ball point pen

WISH YOU GOOD LUCK