

## NCLT Syllabus 2018 || Check Assistant, Private Secretary & Senior Legal Assistant Exam Pattern @ nclt.gov.in

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### NCLT Private Secretary Exam Pattern 2018:

SI. No	Name Of the Subject
1	English Language
2	General Knowledge
3	General Intelligence
4	Aptitude
5	Reasoning
6	Computer Knowledge

### NCLT Assistant Syllabus 2018:

#### Syllabus For NCLT English Language

- Spellings.
- Idioms and phrases.
- Passage.
- One word substitutions.
- Verbal Comprehension passage.
- Adjectives.
- Improvement.
- Vocabulary.
- Fill in the blanks.
- Detecting Mis-spelt words.
- Verbs.

#### Syllabus For NCLT General Knowledge

- Banking.
- Awards.
- International Affairs.
- Space.
- Biology.
- Arts.
- Chemistry.
- Sports.
- Current Events.
- Agriculture.
- Environment.
- Culture.
- Physics.

- Defense.
- Economy.
- Indian History.
- Geography.
- Politics.

### **Syllabus For NCLT General Intelligence**

- Judgment.
- Visual Memory.
- Analysis.
- Decision Making.
- Discriminating Observation.
- Verbal and Figure Classification.
- Non-Verbal Series.
- Similarities and Differences.
- Problem Solving.
- Relationship Concepts.
- Arithmetical Number Series.
- Analogies.
- Space Visualization.

### **Syllabus For NCLT Aptitude**

- Mixture and Allegations.
- Computation of Whole Numbers.
- Averages.
- Discount.
- Time & Work.
- Profit and Loss.
- Percentages.
- Interest.
- Time and Distance.
- Decimals and Fractions.
- Square Roots.
- Partnership Business.
- Relationships between Numbers.
- Ratio & Proportion.

### **Syllabus For NCLT Reasoning**

- Essential Part.
- Analogies.
- Number Series.
- Statement and Argument.
- Logical Deduction.
- Statement and Conclusion
- Theme Detection.

- Cause and Effect.
- Artificial Language.
- Matching Definitions.
- Verbal Classification.
- Letter and Symbol Series.
- Making Judgments.
- Verbal Reasoning.
- Logical Problems.

### **Syllabus For NCLT Computer Knowledge**

- Basic internet knowledge and protocols.
- Operating system.
- Network Basics.
- Number system.
- Computer Abbreviation.
- Software names and usages
- History of Computer.
- Computer hardware parts and controls.
- Basic Computer Terminology.
- Database Managment Systems.
- Computer tools.

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