

NATIONAL SEEDS CORPORATION LIMITED

(A Government of India Undertaking)

Beej Bhavan, Pusa Complex

New Delhi – 110 012

No. 1(10)/19/HR/NSC

21st November, 2019**NOTICE****No. 28- 1(10)/2019-HR/NSC**

Based on the performance in the written test conducted on 14th April, 2019 for the post of **Trainee (Stenographer)** following candidates are shortlisted for Skill test i.e. Shorthand Test at a speed of 100 wpm in English and Computer Typing Test at a speed of 35 wpm in English as mentioned in the advertisement. Further, this may not be claimed as a matter of right for appointment in the Corporation as it is an examination stage of recruitment.

S. No.	Roll no	Candidate's Name	Father's Name	Written Test Score out of 100
1	1132200010	VANDANA GAUR	DEVENDRA GAUR	62.25
2	1432200070	KOLA PRANAY KUMAR	KOLA AJAY KUMAR	53.25
3	1132200027	RAVI VERMA	OM PAL SINGH	53.00
4	1132200033	REEMA SAGAR	RAJ SAGAR	52.75
5	1432200081	SACHISMITH DASH	SADANAND DASH	52.50
6	1222200053	ANKUSH KUMAR	SUJIT KUMAR TIWARI	51.00
7	1132200047	HEMANT KUMAR CHAUHAN	VIRENDER KUMAR CHAUHAN	50.75
8	1132200038	AAKSHI NAITHANI	SATISH NAITHANI	50.75
9	1132200001	ASHISH KUMAR	ASHOK KUMAR	48.75
10	1132200025	MOHIT MEHRA	NAND KISHORE MEHRA	48.00
11	1132200028	ARVIND KUMAR	OM PRAKASH	47.75
12	1132200023	SHUBHAM VASHISTH	MAHENDER SHARMA	45.25
13	1132200044	YASHODA GUPTA	VED PRAKASH GUPTA	45.25
14	1132200031	DEO JI KANT	PRAMOD KANT	43.50
15	1132200034	GUDDU KUMAR	RAJKUMAR SAH	43.25
16	1132200009	ANJANA KUMARI	DESH RAJ	43.00
17	1222200051	PRAMIT KUMAR MONDAL	PRANAB KUMAR MONDAL	42.25
18	1222200050	PANKAJ KUMAR	MAHENDRA PRASAD SINHA	41.75
19	1132200032	SAPNA BHATT	PURAN CHAND BHATT	41.50
20	1132200014	MEENU	HEMRAJ	40.25
21	1132200046	SUNAKASHI KASNA	VIRENDER KASANA	40.25
22	1132200029	RAHUL	OM PRAKASH	40.00
23	1132200039	SANDEEP	SATYAPAL SINGH	38.50
24	1432200069	VARALAXMI K	K CHENDRAIAH	38.00
25	1432200080	KAKKERLA PAVANI	RAJAJAH	38.00
26	1132200004	SHWETA	BANWARI LAL	37.50
27	1432200063	ANNADI VAMSHIKRISHNA REDDY	ANNADI RAM REDDY	37.25
28	1612200093	KALE ASHWINI CHHATRAPATI	CHHATRAPATI	37.25
29	1432200064	BATCHU SAI VIKAS	BATCHU VENKATESHWARULU	36.25
30	1612200098	SAKHARE USHA SANJAY	SANJAY	35.75
31	1132200026	SHIVANI NEGI	NARENDER S NEGI	35.25

The skill test evaluation process of above mentioned skill test is enclosed as **Annexure – I**. All candidates are requested to carefully read the skill test evaluation process.

[Handwritten Signature]
21/11/19

The date, time and venue of the skill test is as under:

Date	Time	Venue
29 th November, 2019	10.00 AM	Bhagvati E-Testing, A-111, Sector 63 Rd, A Block, Sector 63, Noida, Uttar Pradesh 201301 (Nearest Metro Station - Sector 62 Noida)

NO CANDIDATE SHALL BE ALLOWED AFTER 10.00 AM.


GENERAL INSTRUCTIONS

The aforesaid candidates are requested to report at Bhagvati E-Testing, A-111, Sector 63 Rd, A Block, Sector 63, Noida, Uttar Pradesh 201301 (Nearest Metro Station - Sector 62 Noida) for skill test on scheduled date and time. It is to note that they **will not be paid any travelling allowance/conveyance for journey** performed for the aforesaid purpose. Candidates are requested to bring following with them:

(i) Copy of Admit card. (ii) Valid ID proof in Original and a photocopy (iii) 02 latest passport size coloured photograph (iv) pencil and pen

It is also informed that above candidates are required to report at schedule date, time and place for skill test. **No extension or second chance will be provided.** Failure to report for the same, it will be presumed that he/she is forgoing the opportunity and his/her candidature will be treated as cancelled. **No further correspondence will be entertained in this regard.**

In case of any query please contact on 011-25840115.


21.11.19.
Sr. General Manager (HR)

Steno Test Evaluation Process:

Some Definitions & Their Uses

HALF MISTAKES :

- Omission of a full stop and essential comma
- Addition of a stroke
- If proper noun and opening word of a sentence does not start with capital letter.

FULL MISTAKES :

- Wrong spelling of a word
- Omission of word/figure.
- Addition of a word/figure not in the Passage.
- Substitution by a wrong word/figure.

No mistake to be counted for joining a word without Hyphen, extra space, word written in figure and vice versa ; comma , paragraph.

If same spelling mistake is committed , say, at five times, then it will be treated as one mistake.

Note: Concept of Half Mistake and Full Mistakes is used in Steno typing. This concept is used where paper printer matter is given for typing. Or On-screen matter with no highlight and no scroll features are provided. Back space and delete key are generally fully enabled till time over. Definite number of words is given. If user types the whole matter and time remains, user can edit the typed matter anywhere in the typing area from start to end.

Marks Calculation Formulae in Steno :

Marks = $100 - ((\text{Errors} * (100 - \text{Admissible error})) / \text{Admissible error})$

For Ex :

If Errors are = 12.5, admissible errors are 5 % i.e. 50 on 1000 words

Then Mark = $100 - ((12.5 * 50) / 50)$
= 87.25

However, Max Marks allowed to = 100

Steps and Process:

Instruction and Trial dictation : 2 Minutes (including 200 words)

Final Dictation : 10 Minutes.

Total Words dictated : 1000 words @ 100 Word per minute for 10 minutes duration.

Reading Time : 10 Minutes

Typing /Scripting Time : 50 Minutes

Typing of passage / Transcription shall be done on customized editor software having auto close system of 50 minutes. After its completion Printout shall be taken for each candidates output and to be signed by candidate and NSCL observer and will be send to evaluator.

Type Test Speed Calculation Formulas

Note : (1 word = 5 keystrokes, 1 error = 5 key strokes)

Formula:

Net Speed (WPM) = [(Gross Strokes-Error hits)/5]/Total Test Time (Min)

Example :

Duration : 10 min

Gross Strokes= 1866

Error hits = 50 (10 errors*5)

Gross Speed = [(Gross Strokes)/5] / Total time i.e. 10 min

(Note: 1 word= 5 Key strokes)

Net Speed = [(Gross Strokes-Error hits)/5] / Total Time i.e. 10 min

=[(1866-50)/5]/10

=[(1816)/5]/10

=[363.2]/10

= 36.32 W.P.M

i.e. Net Speed = 36 W.P.M (round off incase decimal value is more than 0.5)

Note: delete, backspace, shift and other keys are not calculated in key stroke.

Calculation of Errors :

Errors are calculated by following two criteria

- 1. Errors that's corrected :** If a candidate correct wrong word what they typed, then they can use backspace to delete that word and it will not calculated in WPM.
- 2. Errors that's incorrect :** If a candidate will not correct the errors what they made, then they will penalized for 5 character for each word error (Regardless of how many characters

Formulae for Calculation of Marks:

Marks Obtained = { MM X NS / QS} - (QMP)

MM = Maximum Marks Allotted for the speed test (say 100)

NS = Net Speed (obtained by the candidate) (say 42)

QS = Qualifying Speed (say 40)

QMP = Qualifying Marks Penalty i.e. [Max Marks - Qualifying Marks] = 100 - 40 = 60

Then Marks Obtained is = { 100 X 42 / 40} - (60) = 45

Note : Candidate has to login on a customized software of typing with his/her roll number and a password (provided at exam time only). Software has a facility to auto close after 10 minutes and will generate the typed output of candidate. After its completion Printout shall be taken for each candidates output and to be signed by candidate and NSCL observer.