

Data Entry Control officer (DECO)*

Overall Guidelines

(BIBM) → (2021 - 2023)

(Exams)

Bangladesh Bank*
(HRD, BB)

Govt. Banks and FIS.*

AD
(9th grade)

Officer (G)
(10th Grade)

Officer (Cash)
10th grad

SO
9th

Off. (G)
10th

Off (Cash)
10th.

Bangladesh Bank: 4 টি (AD 2023 ; Officer (cash), 2023 ; Off (G), 2022 , AD , 2022)

Topic	AD - 2023	Off (cash) - 2023	Off (G) - 2022	AD - 2022
01. Number System and LCM, HCF	1	1	3	1
02. Fraction and Decimal + Series	4	3	2	1
03. Percentage	2	2	1	3
04. Ratio, proportion, Mixture	0	0	0	1
05. Profit - loss	0	0	1	0
06. Interest	1	1	2	2
07. Average and Age	3	3	3	3
08. Time & Work, pipes and Cisterns	0	0	0	0
09. Time, distance, speed, Train & Boat	1	1	1	0
10. Algebraic expression, Equation, Inequality, exponent	6	7	4	5
11. Set theory, Permutation, Combination, probability	0	0	1	0
12. Geometry	2	2	3	4.

Banker Selection (5) → Number system, Percentage, Average & Age, Fraction Decimal, Algebraic expression Geometry

Number System:- (MCQ + Written)

- MCQ:-
1. Odd-even Type (জোড় বিজ্ঞাপ- মুখ্য) "Long"
 2. Divisibility (বিজ্ঞপ্তি) "Long"
 3. Prime number (গুণিলিক- মুখ্য) ①
 4. No. of Trailing zeros (একটি- মুখ্য) ১০- শেষে- কয়টি শূন্য- রয়েছে)
 5. Finding unit digit (একক সূচীয় অংক- কত হবে?)
 6. No. of Divisor (ভেসান্ত মুখ্য)
 7. Formation of a number and place value of digits
(unit digit, tenth digit → number)*
- ~~8. The division Rule (অঙ্গ = অংক × আগফন + অসশেষ)~~

No. of Trailing zero:-

② Factorial expression

Example:- $(125)^{48} \times (64)^{22} \times (27)^3$ → no. of trailing zero ?
 ↓ How many ⑩ ? = 132টি.

মুখ্য ১০- শেষে- zero আমে কৈবল্য ? ..

$$2\boxed{0} = 2 \times \boxed{10}$$

$$\underline{2\ 0\ 0} = 2 \times \boxed{10 \times 10}$$

$$\underline{2\ 0\ 0\ 0} = 2 \times \boxed{10 \times 10 \times 10}$$

$$10 = 2 \times 5$$

$$\begin{array}{r} 1\ 64 \\ 1\ 32 \\ 1\ 16 \\ 1\ 8 \\ 1\ 4 \\ 1\ 2 \end{array}$$

$$(125)^{48} \times (64)^{22} \times (27)^3$$

$$= (5^3)^{48} \times (2^6)^{22} \times (27^3)^{\frac{3}{2}}$$

$$= 5^{3 \times 48} \times 2^{6 \times 22} \times 3^9$$

$$= 5^{144} \times 2^{132} \times 3^9$$

5 এর power নথে 2 এর power - ১২- কুণ্টি

মুখ্য ১০- শেষে- ২০- কুণ্টি ২০

no. of trailing zero.

$$\text{no. of } 2 = \frac{132}{2}$$

$$\text{no. of } 5 = \frac{144}{5} = 28$$

$$\underline{132 \text{টি}-10}$$

Factorial expression : ১ সংক্রি তুনফন

$$100! / \underline{100} = \underline{100 \text{ এখেক- শুরু- কাৰ- } 1 \text{ সংক্রি- ঘণ্টানো- সূন্দৰ্য্য- } \text{আছে আদেৱ- অনৰ্থনা}}$$

$$100! = 100 \times 99 \times 98 \times \dots \times 3 \times 2 \times 1.$$

example :- Q. Find the no. of trailing zeros in $30!$?

Solution :-

$$\begin{array}{c} 6 \\ \frac{30}{5} + \frac{30}{5^2} + \frac{30}{5^3} + \dots \\ = 6 + 1 \\ = 7 \end{array}$$

$$30 < 5$$

$$30 < 5^2 = 25$$

$$= 6 + 1$$

$$= 7$$

$$\text{Q1 } 10 \times 10 = 10^2$$

$$10 \times 10 \times 10 \times \dots \times 10 = 10^{100}$$

$$28! = \frac{28}{5} + \frac{28}{5^2}$$

$$= 5 + 1 = 6.$$

$$\text{quotient} = 1$$

$$\text{remainder} = 1.$$

(लघु > लंब)

100 पट्ट पट्ट

Combined 9 bank and 1 FI ; SO (2023) :-

Find the no. of zeroes in $10 \times 20 \times 30 \times \dots \times 1000$?

(b) 124

100 पट्ट Term.

$$= \frac{(10 \times 10 \times 10 \times \dots \times 10) \times (1 \times 2 \times 3 \times \dots \times 10)}{(100 \text{ पट्ट})} = (10 \times 1) \times (10 \times 2) \times (10 \times 3) \times \dots \times (10 \times 100)$$

$$= \frac{10^{100}}{10} \times (1 \times 2 \times 3 \times \dots \times 100)$$

$$= \frac{10^{100}}{10} \times (100!)$$

$$= \frac{10^{100}}{10} + 24$$

$$= 124.$$

$$10^3 = 1000$$

$$\frac{100}{5} + \frac{4}{5^2} + \frac{X}{5^3}$$

$$= 24$$

$$\frac{100}{5} + \frac{4}{5^2} + \frac{106}{5^3}$$

$$= 24$$

No. of Divisor :-

Example :- Find the number of (divisor) of 540 ?

যাকে নিয়ে 540 কে অগ কৰ্ত্তা আছে

(Factor)
(ক্ষেপণক)

(prime factorization)

১ পোনিক- সংখ্যাৰ উন্মূলন আকাৰ -
অকার

$$\begin{array}{r} 540 \\ 2 \mid 270 \\ 2 \mid 135 \\ 3 \mid 45 \\ 3 \mid 15 \\ 3 \mid 5 \\ 5 \mid 1 \\ 1 \end{array}$$

$$\therefore 540 = 2^3 \times 3^3 \times 5^1$$

$$\begin{aligned} \text{no. of divisor} &= (2+1)(3+1)(1+1) \\ &= 3 \times 2 \times 4 \\ &= 24. \end{aligned}$$

১ Prime number :- ১ এবং যেই সংখ্যা নিষ্ঠ

২ Factor

১ → is not prime. (only 1)

least prime = 2 (only even prime)

$$2 \begin{array}{r} | 36 \\ | 18 \\ | 9 \\ \hline 3 \end{array}$$

$$36 = 2^2 \times 3^2$$

$$= (\cancel{2+1})(\cancel{2+1})$$

$$= 9$$

$$36 = \cancel{2} \times \cancel{2} \times \cancel{3} \times \cancel{3}$$

(2, 4, 6), 12, 18, 36, 3,

Formula :-

If $N = a^p \times b^q \times c^r \times \dots$, where, a, b, c are prime numbers
and, p, q, r, ... are integer, then, no. of divisor of N

$$= (p+1)(q+1)(r+1) \dots$$

$$1. \text{ No. of divisor of } 540 \Rightarrow 540 = 2^2 \times 5^1 \times 3^3 \therefore N = (2+1)(1+1)(3+1)$$

$$2. \text{ No. of odd divisor of } 540 \Rightarrow 540 = \cancel{2} \times \cancel{5} \times \cancel{3} = (1+1)(3+1) = 8$$

$$3. \text{ No. of even divisor of } 540 \Rightarrow 24 - 8 = 16 \rightarrow \text{even divisor.}$$

$$8 \times 2 = 16$$

Division Rule :-

(*) डिवाइड (याकेला ग कर्ता थवे) → Dividend.

(**) डिवाई (याके दिये जाग कर्ता थवे) → Divisor

(***) डिवॉर्ट (Result ठियावे एवं सांख्या थावे) → Quotient

(****) रेमाईंडर (ये अंशी मिळावे बिन्ही घटना) → Remainder

$$\boxed{\text{Dividend} = \text{Divisor} \times \text{Quotient} + \text{Remainder}}$$

$$\begin{matrix} 5 \\ 2 \end{matrix} \quad \begin{matrix} 2 \\ 1 \end{matrix} \quad 5 = 2 \times 2 + 1 \Rightarrow 5 = 5.$$

example:-
If

m is divided by n . the remainder is 9. If $\frac{m}{n} = 39.12$, then,
Find out the value of n ?

process-1 :-

$$\begin{aligned} \frac{m}{n} &= 39 + 0.12 \\ \Rightarrow m &= (39 + 0.12)n = 39n + 0.12n \end{aligned}$$

$$\therefore m = 39n + 0.12n$$

$$\boxed{\text{Dividend} = \text{Quotient} \times \text{Divisor} + \text{Remainder}}$$

$$\begin{aligned} 0.12n &= 9 \\ \Rightarrow n &= \frac{9}{0.12} = \frac{900}{12} = 75 \end{aligned}$$

$$\therefore n = 75.$$

process-2 :-

$$0.12 = \frac{\text{Remainder}}{\text{Divisor}}$$

$$\Rightarrow 0.12 = \frac{9}{n} \quad \therefore n = \frac{9}{0.12} = 75.$$

$$\begin{matrix} 5 \\ 2 \end{matrix} = \underline{2} \cdot \underline{5} \quad \frac{1}{2} = 0.5$$