

05-03-2021

Answer writing class

Important things about Answerwriting -

① perception of the question -

"How well you understand the question".

② Memory

③ Expression.

Examiner "expectation" should be kept in mind of the bureaucrat.

Do's →

① Use full words not short form like →

between → b/w

② Outline chart and diagram, and

label it and that should be related to questions

③ One point in one paragraph.

④ Sentences should be simple.

⑤ Bullet point should be simple.

⑥ Write info. specific to questions

Don't's of Answer writing

- ① Don't write basic statement.
- ② Don't repeat the part of questions.
- ③ Don't repeat the statement.
- ④ Don't use offensive statements.
 - (a) Religion
 - (b) Region
 - (c) Individual
 - (d) Ideologies
 - (e) caste.

→ Areas should be avoided.

- ⑤ ~~use of filler words~~

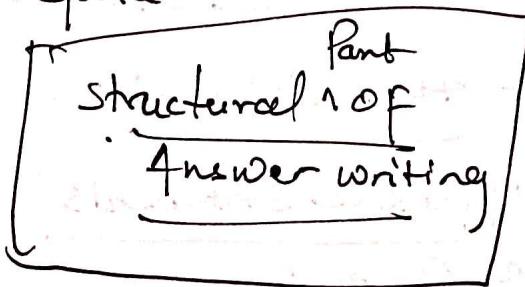
DO's of Answer writing

- ⑦ Write more dimensions of each question.
- ⑧ Structure should be followed.
- ⑨ Give importance to each question. Questions should be solved in limited time.
- ⑩ Write one or two point extra in your answers.

(11) use "key words" like development

in answers.

(12) Use structure.



Intro

$\rightarrow \frac{1}{3}$

Main Body

$\rightarrow \frac{2}{3}$ mof

Conclusion

$\rightarrow \frac{1}{3}$

- word should be divided evenly

[Intro] → you understand the question

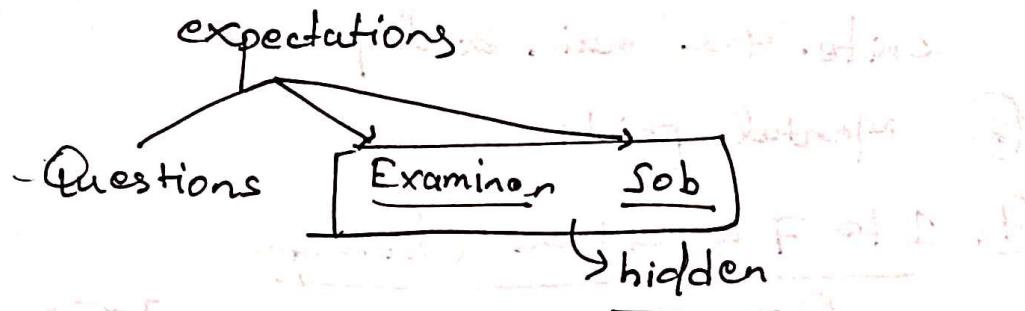
→ you know all the answer words

C → context of the question

T → Topic (definition)

P → Purpose

Conclusion → standards for writing (and reading)



T → Theme (of the questions asked)

T → (throw) (future hope) optimistic

C → concern (social concern, ecologic)

concern, pol. concern
writing / learning - pattern

Tools to practice

- ① agental answer
- ② write same answer over a period of time (like 15 days).
Repeat / Read them together.
- ③ follow 1/3 rule (while reading questions)
- ④ write ~~proper~~ introduction in concl.

Meeting the demand of questions.

(5) Write Intro. and conclusion first, then

write the main body

(6) Mental points

(7) 1 to 7 questions challenge

① Try to complete 7 questions

② Balance them (quantitatively)

③ Match the quality of

Answers.

1 hr

(8) Action-command practice.

(9) State effects. (Write for 3 hours like)

Target →

① Write 500 decryptions of answers

② Write 1000 mental answers.

③ Write 300 conclusions and introduction.

④ Revise stock (consists of 100

flow chart and diagrams)

- 500 times

(S) 200 questions should be done

(6) 50 sessions of state affects.

Final Points

- Ask yourself repeatedly the,
"best you can do".
- Do intense practice.