

# Answer Writing Workshop

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# Marks Scheme & Weightage

- Prelims = Only qualifying
  - Mains
    - GS 4 paper =  $250 \times 4 = 1000$  marks
    - Optional =  $250 \times 2 = 500$  marks
    - Essay =  $250 \times 1 = 250$  marks
  - Personality Test
    - 275 marks
- 1750 marks
- 

87%

# Answer Writing – What & Why

What is it ?

an Answer is a tangible certification of your preparation.

Why is it important?

It's not just about Content but the Expressions make the REAL difference.

# Answer Writing – Basic Constituents

Theme / Context of Question

Structure of the Answer

Content for Answer

Linguistic Ability

Presentation of Answer

# Answer Writing – Basic Constituents

Theme / Context of Question



To understand the core demand of the question

Structure of the Answer

Content for Answer

Linguistic Ability

Presentation of Answer

India has immense potential of solar energy though there are regional variations in its developments. Elaborate. [UPSC GS-1 Mains 2020]

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To understand the core demand of the question

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India has immense potential of **solar energy** though there are **regional variations** in its developments. Elaborate.

# Answer Writing – Basic Constituents

*To understand the basic demand of the question*

“Recent amendments to the Right to information Act will have profound impact on the autonomy and independence of the Information Commission”.

Discuss.

(10 marks) Mains-2021

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# Answer Writing – Basic Constituents

*To understand the basic demand of the question*

In the light of recent controversy regarding the use of Electronic Voting Machines (EVM), what are the challenges before the Election Commission of India to ensure the trustworthiness of elections in India? (10marks - Mains 2018)

# Answer Writing – Basic Constituents

*To understand the basic demand of the question*

In the light of **recent controversy** regarding the use of Electronic Voting Machines (EVM), what are the **challenges** before the Election Commission of India to ensure the **trustworthiness of elections** in India? (10marks - Mains 2018)

# Answer Writing – Basic Constituents

## *Assignment Question*

“Institutional quality is a crucial driver of economic performance”. In this context suggest reforms in Civil Service for strengthening democracy. (UPSC Mains 2020)

# Answer Writing – Basic Constituents

## Structure of the Answer

Introduction



Main Body

Conclusion

### ✓ Nature of Introduction

- Be Brief, be Concise
- Contextually Relevant

### ✓ Various ways to write one

- Briefly define the KEY terms / phenomenon involved
- Use Current context / Stats / Report etc.

BUT,

- Do Not, repeat statement from question
- Do Not, begin with your ultimate argument / Conclusion.

# Answer Writing – Basic Constituents

“Pressure groups play a vital role in influencing public policy making in India.” Explain how the business associations contribute to public policies.  
(150 words – 10 marks) [UPSC Mains 2021 : GS 2]

COVID-19 pandemic accelerated class inequalities and poverty in India. Comment.

(150 words – 10 marks) [UPSC Mains 2020 : GS 1]

# Answer Writing – Basic Constituents

## Structure of the Answer

Introduction

Main Body

Conclusion



### ✓ Usual Doubts

- Is it mandatory
- What to write

### ✓ The Approach

- Summarizing your argument in brief
- Solution oriented
- with a Way-forward => mention futuristic aim

# Conclusion

Conclusion is NOT necessary

What do you understand by Inter Tropical Convergence Zone (ITCZ)? Discuss the annual fluctuations and shifting of ITCZ belt and its significance for India. **(150 words) 10**

Distinguish between Capital Budget and Revenue Budget. Explain the components of both these Budgets. **(UPSC 2021 - GS3)**

What are the key features of the National Clean Air Programme (NCAP) initiated by the Government of India? **(UPSC Mains 2020)**

# Conclusion

- Conclusion is Required

7. In post-liberalised India, it is imperative that the role of state be that of a facilitator, and not one of a regulator. Analyse. **(150 words) 10 Marks**

While there are existing laws for the same, substantial efforts still need to be undertaken to prohibit people with criminal antecedents from entering into politics. Discuss in context of the problem of criminalization of politics in India and resulting issues. **(250 words) 15 Marks**

“Once a speaker, Always a speaker”! Do you think the practice should be adopted to impart objectivity to the office of the Speaker of Lok Sabha? What could be its implications for the robust functioning of parliamentary business in India. **(UPSC Mains 2020 - 150 words)**

# Answer Writing – Basic Constituents

## Structure of the Answer

Introduction

Main Body

Conclusion



### ✓ Usual Errors

- Long Paragraphs
- Unnecessary Content

### ✓ The Approach

- prepare *Mental Framework*
  - provide judicious weightage to all parts of answer
- maintain *Logical Flow*
  - among various parts of the answer

# Answer Writing – Basic Constituents

Theme / Context of Question

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Content for Answer

Linguistic Ability

Presentation of Answer



- ❖ Focus on **relevant knowledge base**
- ❖ Prioritize the content in the given constraints

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Linguistic Ability



Presentation of Answer

Few Important points:

- Short & Simple sentences
- Clear Unambiguous Expression



# Answer Writing – Basic Constituents

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Presentation of Answer

Few Important points:

- Short & Simple sentences
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I ran all the way to the main gate, and then I waited a second till I got my breath. I have no wind, if you want to know the truth. I'm quite a heavy smoker, for one thing—that is, I used to be. They made me cut it out. Another thing, I grew six and a half inches last year. That's also how I practically got t.b. and came out here for all these goddam checkups and stuff. I'm pretty healthy though.

# Answer Writing – Basic Constituents

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Content for Answer

Linguistic Ability



Few Important points:

- Short & Simple sentences
- Clear Unambiguous Expression
- Apolitical, administratively apt language
- Use of Subject-wise Conceptual term/Lingo
  - e.g. Constitutionalism, Fundamental Right, Monsoon Trough etc.
- Legible Handwriting
  - proper spacing between the line & paragraphs

# Answer Writing – Basic Constituents

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Presentation of Answer ➔

- ❖ Primary formats of presentation
  - Paragraph
  - Bullet points
  - Tabular

# Is this a paragraph?

I need a water bottle in case I get thirsty. A sweater is useful if it gets cold. A compass will help me go in the right direction. Sandwiches will be an easy-to-carry snack. I can use a camera to take pictures of unusual or attractive places.

This is also **a list** of unrelated sentences. It is mere Nonsense.

# Answer Writing – Basic Constituents

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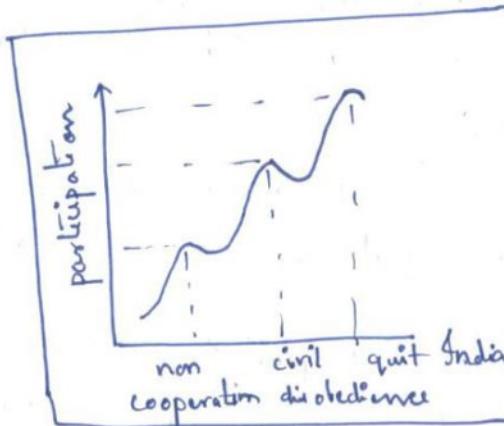
- ❖ Primary formats of presentation
  - Paragraph
  - Bullet points
  - Tabular
- ❖ Secondary formats of presentation
  - Schematics
  - Flow chart
  - Maps, diagrams etc.
- ❖ Various other tips
  - Underline
  - Use of heading, sub-headings
  - Use of different colors pen
  - CAPITAL letters

Critically discuss the contribution of the Indian capitalist class in the freedom struggle.  
**(250 Words) 15 Marks**

स्वतंत्रता संघर्ष में भारतीय पूँजीपति वर्ग के योगदान पर समालोचनात्मक चर्चा कीजिए।

### Contribution

- ① Swadeshi movement → only certain section of capitalist in Calcutta region supported the movement. Demanded lowering of duties, favourable policies.

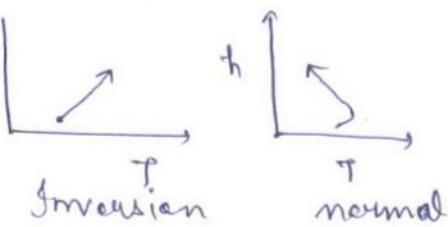


3. Mention the conditions responsible for occurrence of Temperature Inversion in atmosphere. Elaborating on its various types, highlight its effects on the biosphere. (150 words) 10

वायुमंडल में तापमान व्युत्क्रमण की घटना हेतु उत्तरदायी परिस्थितियों का उल्लेख कीजिए। इसके विभिन्न प्रकारों का सविस्तार वर्णन करते हुए, इसके द्वारा जैवमंडल पर पड़ने वाले प्रभावों पर प्रकाश डालिए।

Temperature inversion  
occurs when temperature increases  
with rise in altitude

$$\frac{dT}{dz} > 0 \quad h$$



10. An important aspect of curtailing corruption is to minimize the discretionary powers available to government officers. Analyze. Also, suggest ways in which this can be achieved. (150 words) 10

धरणचार बम बरने का एक महत्वपूर्ण पहलू मरवारी अधिकारियों को प्राप्त विवेकाधिकार शक्तियों को न्यूनतम करना है। विश्वेषण कीजिए। मात्र ही, उन उपायों को भी मुझाइए जिनके द्वारा यह हासिल किया जा सकता है।

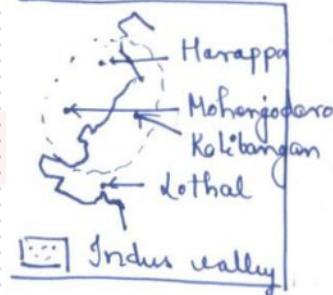
Authority - Accountability = Corruption

can be ensured only  
through relevant legislation.

2. Elucidate the key features of the Indus Valley Civilization with examples from prominent archaeological findings. (150 Words) 10 Marks

प्रमुख पुरातात्विक खोजों से उदाहरण प्रस्तुत करते हुए सिंधु घाटी सभ्यता की महत्वपूर्ण विशेषताओं को स्पष्ट कीजिए।

Indus valley period  
(mature phase) coincided between  
(2500 - 1800 BC)



#### Key features

- ① Urban planning →  
• grid pattern of settlement.

8. By providing new pools of leadership talent, lateral entry will help in addressing the most crucial challenges that the civil services in India currently face. Critically evaluate. (150 words) 10 Marks

प्रतिभावान नेतृत्वकर्ताओं के नए समृद्ध प्रदान कर, पार्श्व प्रवेश भारत में सिविल सेवाओं के समझ बढ़ाना समय में व्याप मवाधिक महत्वपूर्ण चुनौतियों को दूर करने में महायता करेगा। समाजोचनामक मूल्यांकन कीजिए।

Civil Services is mentioned in article (309 - 312) of constitution.

- ↳ Bureaucratic delays
- ↳ generalist in nature.
- ↳ corruption and lackadaisical attitude
- ↳ lack of competition
- ↳ incentives less compared to private.
- ↳ absence of diverse views in administration.

#### Benefits of lateral entry

- Private culture → competition, merit in government.
- Diverse perspective → Range of issues such as changing nature of market can be handled effectively.
- Modern techniques → such as Big data, AI can be incorporated.

- Civil servants will become more responsible

#### Issue

- lack of experience in field work
- Resistance from bureaucracy.
- UPSC will not be consulted.
- lack of clear procedure will promote nepotism
- Injustice for civil servants who enter the system through examination.
- Change is slow process and private system cannot be replicated in case of government.

#### Way forward

- Institutionalised mechanism for lateral entry.
  - Evaluation and monitoring of their work.
- ARC-2 has also recommended for lateral entry for infusion of leadership.

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# Answer Writing – Basic Constituents

The interlinking of rivers can provide viable solutions to the multi-dimensional inter-related problems of droughts, floods and interrupted navigation. **Critically examine.** [UPSC 2020]

# Answer Writing – Basic Constituents

Has digital illiteracy, particularly in rural areas, coupled with lack of Information and Communication Technology(ICT) accessibility hindered socio-economic development? **Examine with justification.**

[UPSC 2021 – GS2]

# Step-by-step : Approach to Answer Writing

1. Notice the **Directive** (if mentioned, try to relate that with rest of the question)
2. Identify **Key terms**, Proposition / statements => breakdown Question into meaningful parts
3. figure out **Context** + exact **Demand** of the Question
4. prepare *Mental Framework*
  - **Relevant Content** (Core, Optional)
  - figure out the **Logical sequence**
5. Address each part of question separately in Answer. (*that must be visible*)
6. meanwhile Experiment with various ways of **Content Presentation / Expression**.

# THANKS