



Hindustan Organic Chemicals Limited

ONLINE EXAMINATION FOR RECRUITMENT OF MANAGEMENT TRAINEES - 2013

INFORMATION HANDOUT

This handout contains details pertaining to various aspects of the online exam you are going to undertake and important instructions about related matters. You are advised to study the handout carefully as it will help you in preparing for the examination.

The on-line examination will comprise the following objective type multiple choice tests as stated below :

Sr. No.	Test	No. of Questions	Maximum Marks	Time
1	Professional Knowledge	50	80	Composite time of Two Hours i.e. 120 minutes for both the Tests
2	General Awareness Logical Reasoning Quantitative Aptitude }	80	40	
	Total	130	120	

The time for the test is 120 minutes; however you may have to be at the venue for approximately 180 minutes including the time required for logging in, collection of the call letters, giving of instructions etc. The tests will be provided in English. You can attempt any question from 1 to 130 at any point of time within these 120 minutes. All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **You have to select the most appropriate answer and 'mouse click' that alternative which you feel is appropriate/ correct. The alternative/ option that you have clicked on will be highlighted and will be treated as your answer to that question. There will be penalty for wrong answers marked by you. For every wrong answer marked by you, 1/4th of the marks assigned to that question will be deducted as penalty.**

Please note that the types of questions in this handout are only illustrative and not exhaustive. In the actual examination you will find questions of a higher difficulty level on some or all of these types and also questions on the types not mentioned here.

Some sample questions are given below.

SAMPLE QUESTIONS

Test I : PROFESSIONAL KNOWLEDGE

The professional knowledge test will be in one of the following disciplines depending on the discipline indicated in the application form, viz :

- | | | |
|---------------------|----------------------|----------------------------------|
| (1) Chemical | (6) Materials | (11) Official Language |
| (2) Electrical | (7) Marketing | (12) Industrial Health & Hygiene |
| (3) Instrumentation | (8) Computer | (13) Secretarial |
| (4) Mechanical | (9) Fire & Safety | |
| (5) Finance | (10) Quality Control | |

Questions in the Professional Knowledge Test will be based on the subject of specialisation for the respective post.

TEST II : General Awareness, Logical Reasoning & Quantitative Aptitude

This test is intended to give an index of your awareness of people and events past and present in different walks of life.

Q.1. 'Mandi House' is —






- (1) Prime Ministers' Residence
- (2) a prize winning film directed by Shyam Benegal
- (3) the office of the Director General of Doordarshan
- (4) the head office of the Ministry of Commerce
- (5) the place where the Central Production Centre of Doordarshan is located.

- Q.2.** Vishwanathan Anand is associated with which of the following games ?
 (1) Badminton (2) Golf (3) Chess (4) Billiards (5) Basket Ball
- Q.3.** The famous Gomateshwar idol is in which of the following states ?
 (1) Maharashtra (2) Madhya Pradesh (3) Uttar Pradesh (4) Orissa (5) Karnataka
- Q.4.** The famous Ayodhya temple is located on the bank of the river —
 (1) Ganga (2) Godavari (3) Sarayu (4) Ban Ganga (5) Narmada
- Q.5.** 'Dashdwar se Sopan Tak' is written by —
 (1) Mohan Rakesh (2) Harivanshrai Bachchan
 (3) Jagdish Chandra Mathur (4) Dharmaveer Bharati
 (5) None of these
- Q.6-8. Directions :** In the following question, there is a group of letters or words given. Four of the five are alike in a certain way, while one is different. Find out the one which is different.
- Q.6.** (1) black (2) red (3) green (4) paint (5) yellow
- Q.7.** (1) Flower (2) Tree (3) Vegetable (4) Fruit (5) Garden
- Q.8.** (1) Mango (2) Apple (3) Orange (4) Guava (5) Rose
- Q.9-11. Direction :** In each of the following questions, there is a question mark in which only one of the five alternatives given under the question satisfies the same relationship as is found between the two terms to the left of the sign :: given in the question. Find the correct answer.
- Q.9.** Foot : man :: hoof : ?
 (1) leg (2) dog (3) horse (4) boy (5) shoe
- Q.10.** Day : Night :: Kind : ?
 (1) Dark (2) Bright (3) Cruel (4) Generous (5) Gratitude
- Q.11.** Some leaders are dishonest. Satyapriya is a leader. Which of the following inferences definitely follows from these two statements ?
 (1) Satyapriya is honest (2) Satyapriya is dishonest
 (3) Some leaders are honest (4) Leaders are generally dishonest
 (5) Satyapriya is sometimes dishonest
- Q.12.** How many numbers from 11 to 50 are there which are exactly divisible by 7 but not by 3 ?
 (1) 2 (2) 4 (3) 5 (4) 6 (5) 7
- Q.13.** If 3 workers can collect 48 kgs cotton in 4 days, how many kgs of cotton can 9 workers collect in 2 days ?
 (1) 216 (2) 32 (3) 108 (4) 72 (5) None of these
- Q.14.** Sohanlal purchased 120 reams of paper at Rs.100 per ream. The expenditure on transport was Rs.480. He had to pay an octroi duty of 50 paise per ream and the coolie charges were Rs.60. What should be the selling price of each ream if he wants a profit of 20% ?
 (1) Rs.126 (2) Rs.115.50 (3) Rs.105 (4) Rs. 120 (5) None of these
- Q.15.** The interest on a certain deposit at 9% per annum is Rs.405 in one year. How much will be the additional interest in one year on the same deposit at 10% per annum ?
 (1) Rs. 40.50 (2) Rs. 450 (3) Rs. 855 (4) Rs.45 (5) None of these

(A) Details of the On-line Examination Pattern

- (1) The examination would be conducted on-line i.e. on a computer.
- (2) The questions will be in English.
- (3) All the questions will have multiple choices. Out of the five answers to a question only one will be the correct answer. **The candidate has to select the most appropriate answer and 'mouse click' that alternative which he/ she feels is appropriate/ correct. The alternative/ option that is clicked on will be highlighted and will be treated as the answer to that question.**
- (4) The clock has been set at the server and the countdown timer at the top right corner of your screen will display the time remaining for you to complete the exam. When the clock runs out the exam ends by default - you are not required to end or submit your exam.

- (5) The question palette at the right of screen shows one of the following statuses of each of the questions numbered:

-  You have not visited the question yet.
-  You have not answered the question
-  You have answered the question
-  You have NOT answered the question but have marked the question for review
-  You have answered the question but marked it for review.

The Marked for Review status simply acts as a reminder that you have set to look at the question again. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*

- (6) To select a question to answer, you can do one of the following:
- (a) Click on the question number on the question palette at the right of your screen to go to that numbered question directly. Note that using this option does NOT save your answer to the current question.
 - (b) Click on Save and Next to save answer to current question and to go to the next question in sequence.
 - (c) Click on Mark for Review and Next to save answer to current question, mark it for review, and to go to the next question in sequence.
- (7) You can view the entire paper by clicking on the **Question Paper** button.
- (8) To select your answer, click on one of the option buttons
- (9) To change your answer, click the another desired option button
- (10) To save your answer, you MUST click on **Save & Next**
- (11) To deselect a chosen answer, click on the chosen option again or click on the **Clear Response** button.
- (12) To mark a question for review click on **Mark for Review & Next**. *If an answer is selected for a question that is Marked for Review, the answer will be considered in the final evaluation.*
- (13) To change an answer to a question, first select the question and then click on the new answer option followed by a click on the **Save & Next** button.
- (14) Questions that are saved or marked for review after answering will ONLY be considered for evaluation.
- (15) Sections will be displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section you will view will be highlighted.
- (16) After clicking the **Save & Next** button on the last question for a section, you will automatically be taken to the first question of the next section.
- (17) You can move the mouse cursor over the section names to view the status of the questions for that section.
- (18) You can shuffle between sections and questions anytime during the examination as per your convenience.
- (19) The candidates are requested to follow the instructions of the “Test Administrator” carefully. If any candidate does not follow the instructions / rules, it would be treated as a case of misconduct/ adoption of unfair means and such a candidate would be liable for debarment from appearing for examinations for a period as decided by the Organization.

- (20) The candidates may ask the Test Administrator about their doubts or questions only before the commencement of the test. No query shall be entertained after the commencement of the examination.
- (21) After the expiry of 120 minutes, the candidates will not be able to attempt any question or check their answers. The answers of the candidate would be saved automatically by the computer system even if he/ she has not clicked the "Submit" button.
- (22) **Please note :**
- (a) **Candidates will not be allowed to "finally submit" unless they have exhausted at least 75% of the actual test time which is 90 minutes.**
- (b) **Under no circumstances should a candidate click on any of the 'keyboard keys' once the exam starts as this will lock the exam.**

B] General Instructions:

- (1) Please note your roll number, password, date, time and venue address of the examination given in the call letter.
- (2) You may visit the venue one day before the Online Examination to confirm the location so that you are able to report on time on the day of the examination.
- (3) The call letter should be brought with you to the examination venue along with your recent passport size photograph duly pasted on it.
- (4) You must scrupulously follow the instructions of the Test Administrator and Organization Representative at the examination venue. If you violate the instructions you will be disqualified and will be asked to leave the examination venue.
- (5) No use of calculators (separate or with watch), books, note books or written notes, cell phones (with or without camera facility), or any other electronic device will be allowed during the examination.
- (6) Your responses (answers) will be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled and/or the result withheld. Any candidate who is found copying or receiving or giving assistance or engaging in any behaviour unbecoming of a candidate will not be considered for assessment. The organization may take further action against such candidates as deemed fit by it.
- (7) You should bring with you a ball-point pen. A sheet of paper will be provided which can be used for rough work or taking down the question number you would like to review at the end of the test before submitting your answers. After the test is over you should hand over this sheet of paper to the Test Administrator before leaving the venue.

IMPORTANT POINTS TO REMEMBER

You are advised to bring with you the following:

- (i) Call letter and the photo ID card.
- (ii) One Ball point pen

WISH YOU GOOD LUCK