

Sl.No. :

नामांक			Roll No.			

No. of Questions – 3

SS-33-SH. HD. English

No. of Printed Pages – 7

SENIOR SECONDARY EXAMINATION, 2025

SHORTHAND IN ENGLISH

Subject : English Stenography

Time : 3¼ Hours

Maximum Marks : 40

GENERAL INSTRUCTIONS TO THE EXAMINEES :

- 1) Candidates must write first his/her Roll No. on the question paper compulsorily.
- 2) The shorthand outlines may be written by pencil but the transcription should not be hand-written but it should be typed.
- 3) The shorthand note-book must be attached with the answer-book.
- 4) Only the following punctuations should be dictated :
 - i) full stops
 - ii) signs of interrogation
 - iii) brackets
- 5) There should be an interval of *five* minutes after the dictation of each section. *Two and a three-fourth* hours will be allowed for transcription of the three sections of dictation (i.e. excluding the time for dictation and intervals).
- 6) All the three sections should be dictated at a speed of 80 (Eighty) words per minute and in one sitting.
- 7) 20% marks should be reserved for outline.

Tear Here

TEAR HERE TO OPEN THE QUESTION PAPER

Tear Here

SECTION - A**(Steno Speed 80 words per Minute)**

1.	Shorthand - 02
	Typing - 08
	Total Marks - <u>10</u>

OM No. 17-01/2017-GDS

Government of India

Ministry of Communications

Department of Posts

(GDS/section)

[1/4]

Dak Bhawan, Sansad Marg,

New Delhi - 110001

Date : 14-06-2023

To/ [1/2]

1. All Chief Postmasters General/Postmasters General.
2. Chief General Manager, BD Directorate/Parcel/Directorate/PLI Directorate. [3/4]
3. Director RAKNPA/CGM, CEPT/Directors of all PTCs.
- 4.// Add. Director General, Army Postal Service, New Delhi. [1]
5. All General Manager Finance//Directors Postal. Accounts/DDAP. [1/4]

Subject : Gramin Dak Sevaks (Compassionate Engagement) Scheme, 2023

- (1) I/am directed to refer to this office letter No. 17-1/2017-GDS dated 30.05/2017 whereas the instructions regarding engagement of dependents of deceased Gramin Dak Sevaks on compassionate grounds (the scheme)//were issued. [1½] [1¾] [2]
- (2) Based on the references received, a need was felt to further review the scheme/to expedite the processing of the compassionate engagement cases. With this view the scheme has been reviewed and it/has been decided to introduce revised scheme for compassionate engagement of eligible dependent of decensed Gramin Dak Sevaks to be/known as GDS (Compassionate engagement) scheme, 2023. [2¼] [2½] [2¾]
- (3) The scheme will come into effect from the//date of issue of this scheme and will be applicable in all cases yet to be put up before Compassionate/Committee on Engagements (CCE). The cases which have already been settled will not be reopened. A copy/of the scheme is attached. [3] [3¼] [3½]
- (4) Circle are requested to circulate the revised scheme to all concerned and/ensure its implementation. [3¾]

Sd/-

(Rajesh Kumar)

Director

Dept. of Posts

Copy to All Recognized Service Association.// [4]

SECTION - B**(Steno Speed 80 words per Minute)**

2.

Shorthand - 02

Typing - 08

Total Marks - 10

Government of Karnataka

Karnataka Examinations Authority

Sampige Road, 18th Cross, Malleshwaram,

Bangalore - 560012.

No./ED/KEA/ADMN/CR/09-2023-24 [1/4]

Date : 09.01.2024/ [1/2]

NOTIFICATION**ADMISSION TO PROFESSIONAL COURSES IN THE STATE OF
KARNATAKA FOR THE YEAR - 2024**

- (1) As per Rule 3/, Rule 6(3) & Rule 7 of Karnataka selection of candidates for Admission to Government seats in Professional//Educational Institutions Rules 2006 (Amendments) and pursuant to the direction of the Government, Karnataka Examinations Authority (KEA)/is inviting applications from the eligible Karnataka candidates for “Common Entrance Test 2024” for the purpose of determining the/eligibility/merit, for admission to the first year or first semester of full time course for Government share/of seats in Engineering, Technology, Naturopathy & Yoga, B.Pharma, 2nd year B. Pharma & //Pharma-D, Agriculture courses (Farm Science), Veterinary and B.Sc. (Nursing) Courses, in Government/University/Private Aided/Private Un-Aided Professional Educational Institutes in the state of Karnataka/for the academic year 2024-25 as per the seat matrix to be notified by Government. [3/4] [1] [11/4] [11/2] [13/4] [2] [21/4] [21/2]

- (2) In/order to become eligible to obtain admission through KEA to the above mentioned professional courses, a candidate must be//registered for CET-2024, fill the application through online, pay the application fees, download the admission/ticket and appear for the Common Entrance Test-2024 conduct by KEA, Bangalore. There will be no/physical verification as this is application-cum-verification module. The candidates are advise to fill all the/details carefully and upload the necessary documents.

COMPULSORY : Application is common to the seat allotment of all professional//courses viz Engineering, Architecture, Naturopathy & Yoga, Veterinary, B.Pharma ect. candidate should also mandatorily register/themselves for CET-2024, fill the application through online and pay the application fee. After UGNEET 2024 result/are announced, already registered candidates with KEA will be provided interface to enter their NEET score and Roll Number/.

Before registering through online admission to any professional courses in the state of Karnataka.

(S. Ramya)

Director// [5]

SECTION - C**(Steno Speed 80 words per Minute)**

3.

Shorthand - 04

Typing - 16

Total Marks - 20**IMPORTANCE OF NEWSPAPERS**

Newspapers are one of the most important documents. They can be said to be the powerhouse/of information. Moreover, they offer us other benefits as well which helps us in our lives. You/become better informed through newspaper reading and it also broadens your perspective. However, newspaper reading is becoming a/dying habit. As the world is moving towards digitalization, no one really reads the newspaper. At least//not the present generation. The readership is maintained mostly because of the older generation only.

Benefits

Newspaper reading/is one of the most beneficial habits. It help us get acquainted with the current affairs of the world/. We get to know about the latest happenings thought a reliable source similarly. We also get an insight/into the different domains including politics, cinema, business, sports, and many more.

Furthermore, Newspaper//reading also result in opening doors to new employment opportunities. Reliable companies post their ads in the newspaper for/business and employment opportunities so we see how it is a good place to seek jobs.

Furthermore, we/can easily promote out brands and products with the help of newspapers. The consumers learn about the latest deals/and launch which connects them to business.

Most importantly, it also improves the vocabulary and grammar of a//person. You can learn new word and rectify your grammar through newspaper reading.

In addition, a person/who reads a newspaper can speak fluently on various topics. They can socialize better as they are well aware/of the most common topics. Similarly, it also saves us from getting bored. You won't need any/company if you have a newspaper in hand.

[3¼]

[3½]

[3¾]

The Dying Habit :

Unfortunately, despite so many benefits, newspaper reading is becoming a dying habit. As people are getting instant updates on their mobile phones and/computer systems, they barely read the newspaper. Moreover, electronic gadgets are more convenient for them so/they don't bother to pick up the newspaper.

[4]

[4¼]

[4½]

Moreover, we see that everything has become very convenient and/instant now. You can learn about what is happening in the other part of the world as it is/taking place. People do not wait for newspapers anymore, as they feel it only states what they have/already been informed about. In addition, they do not wait for the next day to read the newspaper/about current affairs, as they get it instantly thanks to the internet.

[4¾]

[5]

[5¼]

[5½]

Most importantly, people are themselves/running out of the habit of reading itself. Everything has become so visual now that no one bothers to/read newspapers, books, novels or more. The internet has made it worse as now there is a/video for evening. People won't mind watching a five-minutes video, but will however not prefer to/read a five-minute-long article.

[5¾]

[6]

[6¼]

[6½]

When we engage in reading, we do more than just/absorb information, we offer our subconscious a richness of ideas, narratives, good, think and perspectives.//

[6¾]

[7]

x x x

DO NOT WRITE ANYTHING HERE