

**लोक सेवा आयोग**  
नेपाल शिक्षा सेवा, कला समूह, छविकला उपसमूह, राजपत्राङ्कित तृतीय श्रेणीको पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

यस पाठ्यक्रम योजनालाई दुई चरणमा विभाजन गरिएको छ :

प्रथम चरण :-	लिखित परीक्षा (Written Examination)	पूर्णाङ्क :- २००
द्वितीय चरण :-	(क) सामूहिक परीक्षण (Group Test)	पूर्णाङ्क :- १०
	(ख) अन्तर्वार्ता(Interview)	पूर्णाङ्क :- ३०

**परीक्षा योजना (Examination Scheme)**

**प्रथम चरण : लिखित परीक्षा(Written Examination)**

**पूर्णाङ्क :- २००**

पत्र	विषय	खण्ड	पूर्णाङ्क	उत्तीर्णाङ्क	परीक्षा प्रणाली		प्रश्नसंख्या × अङ्क	समय
प्रथम	General Subject	Part I: General Awareness & General Reasoning Test	१००	४०	वस्तुगत (Objective)	बहुवैकल्पिक प्रश्न (MCQs)	५० प्रश्न × १ अङ्क	१ घण्टा ३० मिनेट
		Part II: General Technical Subject					५० प्रश्न × १ अङ्क	
द्वितीय	Technical Subject		१००	४०	विषयगत (Subjective)	छोटो उत्तर लामो उत्तर	४ प्रश्न × ५ अङ्क ८ प्रश्न × १० अङ्क	३ घण्टा

**द्वितीय चरण : सामूहिक परीक्षण (Group Test) र अन्तर्वार्ता (Interview)**

**पूर्णाङ्क :- ४०**

पत्र /विषय	पूर्णाङ्क	उत्तीर्णाङ्क	परीक्षा प्रणाली	समय
सामूहिक परीक्षण (Group Test)	१०		सामूहिक छलफल (Group Discussion)	३० मिनेट
अन्तर्वार्ता (Interview)	३०		बोर्ड अन्तर्वार्ता(Board Interview)	-

**द्रष्टव्य :**

- लिखित परीक्षाको माध्यम भाषा नेपाली वा अंग्रेजी अथवा नेपाली र अंग्रेजी दुवै हुनेछ ।
- प्रथमपत्र र द्वितीयपत्रको लिखित परीक्षा छुट्टाछुट्टै हुनेछ ।
- वस्तुगत बहुवैकल्पिक (Multiple Choice) प्रश्नहरूको गलत उत्तर दिएमा प्रत्येक गलत उत्तर बापत २० प्रतिशत अङ्क कट्टा गरिनेछ । तर उत्तर नदिएमा त्यस बापत अङ्क दिइने छैन र अङ्क कट्टा पनि गरिने छैन ।
- बहुवैकल्पिक प्रश्नहरू हुने परीक्षामा कुनै प्रकारको क्याल्कुलेटर (Calculator) प्रयोग गर्न पाइने छैन ।
- विषयगत प्रश्नहरूको हकमा तोकिएको अंकको एउटा लामो प्रश्न वा एउटै प्रश्नका दुई वा दुई भन्दा बढी भाग (Two or more parts of a single question) वा एउटा प्रश्न अन्तर्गत दुई वा बढी टिप्पणीहरू (Short notes) सोध्न सकिने छ ।
- द्वितीय पत्रमा (विषयगत प्रश्न हुनेका हकमा) प्रत्येक खण्डका लागि छुट्टाछुट्टै उत्तरपुस्तिकाहरू हुनेछन् । परीक्षार्थीले प्रत्येक खण्डका प्रश्नहरूको उत्तर सोहीखण्डको उत्तरपुस्तिकामा लेख्नुपर्नेछ ।
- यस पाठ्यक्रम योजना अन्तर्गतका पत्र/विषयका विषयवस्तुमा जेसुकै लेखिएको भए तापनि पाठ्यक्रममा परेका कानून, ऐन, नियम तथा नीतिहरू परीक्षाको मिति भन्दा ३ महिना अगाडि (संशोधन भएका वा संशोधन भई हटाईएका वा थप गरी संशोधन भई) कायम रहेकालाई यस पाठ्यक्रममा परेको सम्झनु पर्दछ ।
- प्रथम चरणको परीक्षाबाट छनौट भएका उम्मेदवारहरूलाई मात्र द्वितीय चरणको परीक्षामा सम्मिलित गराइनेछ ।
- यस भन्दा अगाडि लागू भएका माथि उल्लेखित सेवा, समूहको पाठ्यक्रम खारेज गरिएको छ ।
- पाठ्यक्रम लागू मिति : - २०८०/०७/२०

**प्रथम पत्र (Paper I): General Subject**

**Part (I) : - General Awareness & General Ability Test (50 Marks)**

1. **General Awareness and Contemporary Issues** (25 ×1 Mark = 25 Marks)
  - 1.1 Physical, socio-cultural and economic geography and demography of Nepal
  - 1.2 Major natural resources of Nepal
  - 1.3 Geographical diversity, climatic conditions, and livelihood & lifestyle of people
  - 1.4 Notable events and personalities, social, cultural and economic conditions in modern history of Nepal
  - 1.5 Current periodical plan of Nepal
  - 1.6 Information on sustainable development, environment, pollution, climate change, biodiversity, science and technology
  - 1.7 Nepal's international affairs and general information on the UNO, SAARC & BIMSTEC
  - 1.8 The Constitution of Nepal (From Part 1 to 5 and Schedules)
  - 1.9 Governance system and Government (Federal, Provincial and Local)
  - 1.10 Provisions of civil service act and regulation relating to constitution of civil service, organisational structure, posts of service, fulfillment of vacancy and code of conduct
  - 1.11 Functional scope of public services
  - 1.12 Public Service Charter
  - 1.13 Concept, objective and importance of public policy
  - 1.14 Fundamentals of management : planning, organizing, directing, controlling, coordinating, decision making, motivation and leadership
  - 1.15 Government planning, budgeting and accounting system
  - 1.16 Major events and current affairs of national and international importance
2. **General Reasoning Test** (25 ×1 Mark = 25 Marks)
  - 2.1 **Logical Reasoning** (9×1 Mark = 9 Marks)

Verbal Ability, Alphanumeric Series, Reasoning Analogies, Classification, Coding-Decoding, Order & Ranking, Distance & Directions, Analytical and Logical Reasoning, Assertion and Reason, Statement and Conclusion, Input-Output, Venn- diagram
  - 2.2 **Numerical Reasoning** (8×1 Mark = 8 Marks)

Arithmetic Series, Analogy, Classification, Arithmetical Reasoning, Fraction. Percentage, Ratio, Average, Profit & Loss, Time & Work, Date & Calender, Data Sufficiency, Data Interpretation & Data Verification
  - 2.3 **Spatial Reasoning** (8×1 Mark = 8 Marks)

Figure Series, Figure Analogy, Figure Classification, Figure Matrix, Pattern Completion, Embedded Images, Image Formation & Analysis, Mirror and Water Images, Cubes and Dices, Paper Folding & Cutting

**Part (II) : - General Technical Subject (50 Marks)**

- 1. Basic elements of Camera (10%)**
  - 1.1 The function of a camera and its elements:**
    - 1.1.1 The different types of lens - normal, wide, telephoto and zoom.
    - 1.1.2 Aperture and F-number
    - 1.1.3 Shutter and shutter speed
    - 1.1.4 View finder and transporter
    - 1.1.5 Focus and focusing elements
    - 1.1.6 View finder, prism and mirror
    - 1.1.7 Different types of film and their speed
    - 1.1.8 Different types of camera (SLR, TLR, View finder and digital camera)
    - 1.1.9 Lens hood, filters, lens cap, light meters and camera case
- 2. The Film and its fundamental elements (10%)**
  - 2.1 Understanding the:**
    - 2.1.1 Emulsion
    - 2.1.2 Types of emulsion
    - 2.1.3 Film speed and ASA numbers
    - 2.1.4 Grain
    - 2.1.5 Types of film (color reversal, color negative, black and white negative film)
    - 2.1.6 Types of film and size
    - 2.1.7 Digital memory or flash card and pixel.
- 3. Light and its source (10%)**
  - 3.1 Understanding the light and its importance**
    - 3.1.1 Day light, Nature light
    - 3.1.2 Artificial light
    - 3.1.3 Tungsten Light
    - 3.1.4 Photographic lamps
    - 3.1.5 Electronic flash light
    - 3.1.6 Light meters or exposure meters
    - 3.1.7 The meaning of white balance
    - 3.1.8 Indoor light and outdoor light
    - 3.1.9 Temperature of light
- 4. Color Photography (10%)**
  - 4.1 Understanding the color**
    - 4.1.1 Color separation
    - 4.1.2 Color filters
    - 4.1.3 Processing of color film and print
    - 4.1.4 Basic color
    - 4.1.5 Color temperature
- 5. Dark-Room (14%)**
  - 5.1 Understanding the Dark-Room and its Equipments**
    - 5.1.1 Enlarger machine and its function
    - 5.1.2 Processing technique of negative and positive
    - 5.1.3 The process of developing, fixing, washing and drying
    - 5.1.4 Composing and Contact printing
    - 5.1.5 Latent image
    - 5.1.6 The technique of trimming, spotting, knifing and mounting

- 5.1.7 The composition of developer and fixing chemicals
- 5.1.8 Preservation and proper handling of photographic materials
- 5.1.9 Downloading, saving and reproducing the digital images
- 6. Reprography (10%)**
  - 6.1 Knowing the technique of preserving the valuable records or documents by means of microfilming**
    - 6.1.1 Understanding the nature of different types of documents for microfilming
    - 6.1.2 Microfilming procedures and proper handling techniques for microfilm
    - 6.1.3 The function of microfilm camera, microfilm reader, microfilm reader printer, microfilm processor and microfilm duplicator or copier machine
    - 6.1.4 Storage and preservation of microfilm
    - 6.1.5 Microfilm cataloging and editing techniques
    - 6.1.6 Understanding different forms of microform as Roll, fiche, jacket and unitized microform
    - 6.1.7 Microfilm processing chemicals
    - 6.1.8 The density of microfilm
    - 6.1.9 Digital scanning technique for roll microfilm
- 7. Filter (6%)**
  - 7.1 Understanding the use of different types of filters**
    - 7.1.1 The main filters and its types
    - 7.1.2 The use of filters in the field of photography
    - 7.1.3 Filter factors
- 8. Outdoor Photography (10%)**
  - 8.1 Knowing the techniques of outdoor photography**
    - 8.1.1 Choice of the film
    - 8.1.2 Choice of the filters
    - 8.1.3 Choices of the camera
    - 8.1.4 The impact of the light on the subject
    - 8.1.5 Use of reflector
    - 8.1.6 Use of light meter/Exposure meter
    - 8.1.7 Assessment of light situation
    - 8.1.8 Assessment of the atmosphere
    - 8.1.9 Choices of the lens
    - 8.1.10 Depth of field
- 9. Press or Journalistic Photography (10%)**
  - 9.1 Knowing about the Journalistic type of Photography**
    - 9.1.1 Understanding the Photojournalism
    - 9.1.2 Use of different types of Camera and equipment in Photojournalism
    - 9.1.3 Technique of Photojournalism
    - 9.1.4 Present condition of Photojournalism
- 10. Digital Photography (10%)**
  - 10.1 Understanding the Digital Imaging Technology**
    - 10.1.1 Knowing the Digital Photography
    - 10.1.2 The Digital Imaging Technology
    - 10.1.3 Digital Camera and its Types
    - 10.1.4 The Digital Memory
    - 10.1.5 Resolution/Pixel
    - 10.1.6 Optical / Digital lens
    - 10.1.7 Difference between digital / optical (analogue) camera
    - 10.1.8 Digital image storage and preservation technique