**GORKHAPATRA CORPORATION**

**DHARMAPATH, KATHMANDU**

**Syllabus for written examination for proof-readers under open competition**

**Technical, English level 6**

**First paper Full marks: 100**

**Schedule 1**

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| --- |
| **First phase - Written Examination Scheme** |
| **Paper/ Subject** | **Full marks** | **Pass mark** | **Examination scheme** | **No. of questions x marks** | **Time** |
| **First** | 1. **General knowledge and current topics**
2. **Practical exercise**
 | **50****50** | **20****20** | **Objective:****Multiple Choice Questions****Subjective** | **50 questions x 1****1 question x 20 +****3 questions x 10** | **45 min.****1.30 hours** |
| **Second** | **Service-related** | **100** | **40** | **Subjective** | **3long questions x 20****4 short questionsx10** | **2 hours** |

**2**

**Note:**

**1. The questions in the exams must be answered in English.**

**2. For every wrong answer to a multiple choice question, 20 percent of the marks will be deducted. But no mark is given or deducted for not answering a question.**

**3. Electronic devices are not to be used in the examination hall.**

**4. As far as practicable, the number of questions and mark weightage will be as per the subject curriculum.**

**5. Regardless of what has been written in the curriculum, any amendment of a law, rule or policy mentioned in the curriculum within three months of the date of the examination date will be deemed included in the curriculum.**

**6. The previous curriculum of the above mentioned service group has been dissolved.**

**7. The curriculum goes into effect from:**

**First paper: - General knowledge and current topics Marks: 50**

**Part 1: Geography and Population**

1. World geography – continents, oceans, poles, longitude, latitude, international dateline, time, distance, desert, earthquake, volcano, climatic conditions, westerly winds, monsoon, etc.

 2. Nepal's topography, geography and population – geographic diversity and lifestyle, types of climates found in Nepal, population and its distribution

**Part 2:History, Culture and Social Systems**

 1. General information about world history

 2. Nepal's history

3. History of Nepali state and its builders

 4. Knowledge about Nepal's cultural heritage

 5. Nepal's social and cultural relations with India and China

6. National luminaries and religious personalities

7. Diversity of Nepali society and its characteristics

8. Social, economic, cultural, religious lifestyles, language, literature, art and music

of various castes, ethnic groups and communities in Nepal

**Part 3: Politics, Law, Administration**

 1. Major international thinkers

2. Nepal's political and administrative development process

3. Nepal's constitutional development and Constituent Assembly

4. Structures of Executive, Legislative and Judiciary in the new Constitution

5. Independent judiciary and citizens' rights

6. Development of civil service in Nepal; its prospects and challenges

9. Administrative professionalism, inclusiveness and its importance

10. Good governance and role of political and administrative sectors

11. Civil society and its role in political and social development process

**Part 4: Nepal's Economy and Development**

 1. Major characteristics of Nepal's economy

 2. Condition of rural economy; prospects and challenges

 3. Economic growth, income, production and employment

 4. Nepal's budget process, situation of revenue collection and development challenges

 6. Remittance and its impact on Nepal's economy

7. Brief information about monetary policy

8. Condition of import and export, trade deficit/profit and impact on economy

9. Role of foreign aid in Nepal's economic development; prospects and challenges

10. Planned development efforts in Nepal

11. Factors behind Nepal's underdevelopment, process of graduating to the status of developing country

12. Role of private sector in economic development and the concept of privatisation

13. Globalisation and Nepal

14. Concept of free trade and its impact on national and regional development

15. Nepal and WTO, SAFTA, BIMSTEC

**Part 5: Science, Environment and Health**

1. Some important scientists, scientific achievements, and their contribution to human society
2. Concept of biodiversity, and role of national parks and conservation areas in the conservation of biodiversity

3. Condition of public health, problems and policy-level reforms for its improvement

4. Development of communication and information technology

**Part 6:International Relations and Organisations**

1. Nepal's participation in international forums

2. Major foundations of Nepal's foreign policy

3. General introduction to majorregional and international organsations (SAARC, BIMSTEC, ASEAN, EU)

 4. United Nations and its major agencies

 5. Non-Alignment Movement and Nepal

 6. Nepal’s contribution to UN peacekeeping

 7. Human rights in Nepal

**Part 7: Journalism**

* + 1. Mass communication, journalism, press freedom, information technology, news agenciesin the national and international context
		2. Right to information
		3. Current events on important national and international political, social, economic, scientific, cultural, sports, books, prizes, art, culture and music, and knowledge about the latest happenings and important personalities and thinkers.

 **While framing questions, the following units and weightage are to be considered**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit | 1 | 2 | 3 | 4 | 5 | 6 | 7 | Total |  |  |
| Weightage | 7 | 7 | 7 | 7 | 7 | 7 | 8 | 50 |  |  |

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**First paper, Part II: Practical exercise**

**1 question x 20 + 3 questions x 10 Full marks: 50**

**Pass mark: 20**

**Time: 1.30 hours**

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1. **Correct the text using proofreading symbols.**
2. **Write a 300-word news on a typical issue**
3. **Write a feature**
4. **Knowledge about terms used in journalism.**
5. **Writing captions of a photograph**
6. **Copy editing–use correct punctuation, spelling and grammar**

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**Second paper (Subject-related) Full marks: 100**

**Pass mark: 40**

**Time: 2 hours**

**3 long questions x 20 + 4 short questions x 10**

**Part A**

1. **Proofreading marks and how they are used to proof-read**
2. **Relations and coordination between editor and proof-reader**
3. **Precautions to be taken while proof-reading**
4. **Qualities of a proof-reader**
5. **Job of a copyeditor**
6. **Importance of style guide and sheets**

**Part B**

1. **Development of journalism**
2. **Role of Gorkhapatra and its sister publications in the development of Nepali journalism**
3. **Definition of news and sources**
4. **Principles of journalism**
5. **Art of news editing**
6. **Headline writing**
7. **Major international news agencies**

**Part C**

1. **Press and Publication Act**
2. **Journalist’s Code of Conduct**
3. **Libel Act**
4. **Right to Information**
5. **Contempt of court and its defense**
6. **Gorkhapatra Sansthan Act 2019**
7. **Gorkhapatra Sansthan Employees Service Condition Regulations 2052 (with amendment**
8. **Prohibition on Obscene Publications**
9. **Latest National Mass Communications Policy of Nepal**

**Guidelines for question setter (for long questions, second paper, practical exercise):**

1. **Provide a text to make corrections using proof-reading symbols**
2. **News clues or the press release should not exceed 150 words**
3. **Provide a few statements or points to produce a news story in not more than 300 words.**
4. **10 terms used in journalism**
5. **Provide a photo to write the caption**
6. **Provide a text of 200 words for copyediting**