



# Jammu & Kashmir Bank Limited

## ONLINE EXAMINATION - ENGAGEMENT OF APPRENTICES

### 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.	Name of the Tests	Number of Questions	Maximum Marks	Version	Duration
1	General Awareness & English Comprehension	50	50	Only English	30 Minutes
2	Quantitative Aptitude & Reasoning Ability	50	50		30 Minutes
	<b>Total</b>	<b>100</b>	<b>100</b>		<b>60 Minutes</b>

The total time for the test is 60 minutes; however you may have to be at the venue for approximately 120 minutes including the time required for logging in, collection of the call letters, going through the instructions etc. All tests will be provided in English. Each test is separately timed. Candidates can attempt questions in a particular test during the time allotted for that test only. 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 treated as your answer to that question. There will be penalty for wrong answers marked in the Objective test. For each question for which a wrong answer has been given by the candidate one fourth or 0.25 of the marks assigned to that question will be deducted as penalty. If a question is left blank, i.e. no answer is marked by the candidate, there will be no penalty for that question. hence, you are advised not to mark your answers by random guessing.**

The Scores of Online Examination will be obtained by adopting the following procedure :

- Number of questions answered correctly by a candidate in each objective test is considered for arriving at the Corrected Score after applying penalty for wrong answers.
- The Corrected Scores so obtained by a candidate are made equivalent to take care of the minor difference in difficulty level, if any, in each of the objective tests held in different sessions to arrive at the Equated Scores\*

\*Scores obtained by candidates on any test are equated to the base form by considering the distribution of scores of all the forms.

- Testwise scores and scores on total is reported with decimal points upto two digits.

**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.

### GENERAL AWARENESS & ENGLISH COMPREHENSION

- Q.1.** To combat the menace of money laundering, which of the following financial institutions has introduced the 'Know Your Customer' Scheme ?  
(1) IDBI (2) RBI (3) NABARD (4) SIDBI (5) Other than those given as options
- Q.2.** OSCAR awards are given for best performance in which of the following field ?  
(1) Films (2) Literature (3) Sports (4) Science (5) Social Service
- Q.3.** Which of the following stands for I in RBI ?  
(1) India (2) International (3) Insurance (4) Income (5) Institute
- Q.4.** '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.5.** Vishwanathan Anand is associated with which of the following games ?

- (1) Badminton
- (2) Golf
- (3) Chess
- (4) Billiards
- (5) Basket Ball

**Q.6-9. Direction :** – Read the following passage carefully and answer the questions given below it. Certain words are underlined to enable you locate them while answering some of the questions.

Power and possession have been central pursuits of modern civilization for a long time. They blocked out or distorted other features of the Western Renaissance (revival) which promised so much for humanity. What people have been and are still being taught to prize are money, success, control over the lives of others, acquisition of more and more objects. Modern social, political and economic systems, whether capitalists, fascist or communist, reject in their working the basic principle that the free and creative unfoldment of every man, woman and child is the true measure of the worth of any society. Such unfoldment requires understanding and imagination, integrity and compassion, co-operation among people, and harmony between the human species and the rest of nature. Acquisitiveness and the pursuit of power have made the modern man an aggressor against everything that is non-human, an exploiter and oppressor of those who are poor, meek and unorganized, a pathological type which hates and distrusts the world and suffer from both acute loneliness and false pride.

The need for a new renaissance is deeply felt by those sensitive and conscientious men and women who not only perceive the dimensions of the crisis of our age but who also realise that only through conscious and co-operative human effort may this crisis be met and probably even overcome.

**Q.6.** According to the passage, why has modern man turned out to be an enemy of everything that is non-human ?

- (1) He has been dominated by drives of acquisitiveness and power.
- (2) He hates and distrusts other human beings
- (3) He consciously practises spirit of cooperation
- (4) Non-human have refused cooperation to human beings.
- (5) Other than those given as options

**Q.7.** Which of the following is one of the requirements to bring out the best in man ?

- (1) Money
- (2) Success
- (3) Understanding
- (4) Power
- (5) Acquisitiveness

**Q.8.** The real attainment of any society can be adjudged by which of the following ?

- (1) The degree of freedom for pursuing more and more power.
- (2) The encouragement for acquisitive tendencies.
- (3) Strict adherence to authoritarian structure
- (4) Total victimisation of conscientious persons
- (5) Other than those given as options

**Q.9.** The modern value systems encourage the importance of which of the following ?

- (1) Spiritual development of all individuals.
- (2) Recognition of freedom and equality
- (3) Craving for power and possession
- (4) Spirit of inquiry and knowledge
- (5) Basic respect for all individuals

## QUANTITATIVE APTITUDE AND REASONING

**Q.1-3.** Study the following table carefully and answer the questions given below \_\_\_\_\_

**Distribution of 1000 candidates as regards their marks in written examination  
out of 300 and interview out of 100 in a selection examination**

Written Examination Marks	INTERVIEW MARKS					
	Below 30	30-39	40-49	50-59	60-69	70 & above
260 & above	8	18	26	18	26	4
210 to 259	5	4	30	22	10	9
160 to 209	16	10	45	56	18	9
110 to 159	28	42	100	190	15	5
60 to 109	35	115	20	8	7	5
Below 60	32	32	20	4	6	2

- Q.1.** How many candidates did obtain more than 69 percent marks and above in both written examination and interview ?  
(1) 22                      (2) 49                      (3) 13                      (4) 9                      (5) Other than those given as options
- Q.2.** If approximately 325 candidates were to be qualified in the written examination, what should be the percentage of the qualifying marks ?  
(1) above 20                      (2) above 70                      (3) above 36  
(4) above 63                      (5) Other than those given as options
- Q.3.** About 42 percent of the candidates fall in which of the following ranges of the interview marks ?  
(1) 110-159                      (2) 110 & below                      (3) 50 to 70  
(4) 50 & above                      (5) Other than those given as options
- Q.4.** Some leaders are dishonest. Neelam is a leader. Which of the following inferences definitely follows from these two statements ?  
(1) Neelam is honest                      (2) Neelam is dishonest  
(3) Some leaders are honest                      (4) Leaders are generally dishonest  
(5) Neelam is sometimes dishonest
- Q.5.** If the letters of the following alphabet interchange positions, so that A takes the place of Z and Z takes the place of A; B takes the place of Y and Y takes the place of B and so on, what will be the 13th letter from the right ?  
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
(1) M                      (2) N                      (3) O                      (4) L                      (5) Other than those given as options
- Q.6.** If the first and the second letters in the word 'DEPRESSION' were interchanged, also the third and the fourth letters, the fifth and sixth letters and so on, which of the following would be the seventh letter from the right ?  
(1) R                      (2) O                      (3) S                      (4) I                      (5) Other than those given as options
- Q.7.** In a row of girls, if Seeta who is 10th from the left and Lina who is 9th from the right interchange their seats, Seeta becomes 15th from the left. How many girls are there in the row?  
(1) 16                      (2) 18                      (3) 19                      (4) 22                      (5) Other than those given as options
- (A) Details of the Online Examination Pattern:**
- (1) The examination would be conducted online i.e. on a computer.
- (2) The tests will be provided 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 treated as the answer to that question. Answer to any question will be considered for final evaluation, only when candidates have submitted the answers by clicking on "Save & Next" or "Mark for Review & Next".**
- (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 test(s). When the clock runs out the exam ends by default - you are not required to end or submit your exam.
- (5) The Question Palette displayed on the right side of screen will show the status of each question using one of the following symbols:



**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.**



**The question(s) "Answered and Marked for Review" will be considered for evaluation.**

The Marked for Review status for a question simply indicates that you would like to look at that question again. *If a question is answered and Marked for Review, your answer for that question will be considered in the evaluation.*

- (6) To select a question to answer, you can do one of the following :
- 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.
  - Click on **'Save & Next'** to save answer to current question and to go to the next question in sequence.
  - 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) To select your answer, click on one of the option buttons.
- (8) To change your answer, click another desired option button.
- (9) To save your answer, you **MUST** click on **Save & Next**.
- (10) To deselect a chosen answer, click on the chosen option again or click on the **Clear Response** button.
- (11) 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.*
- (12) 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.
- (13) Questions that are saved or marked for review after answering will ONLY be considered for evaluation.**
- (14) Test name(s) will be displayed on the top bar of the screen. Questions in a test can be viewed by clicking on the test name. The test you will view will be highlighted.
- (15) After clicking the **Save & Next** button on the last question for a test, you will not be taken to the first question of the (next) test until the time allocated for that test is exhausted.
- (16) You can move the mouse cursor over the test names to view the status of the questions for that test.
- (17) Tests are separately timed. You can attempt any question in a particular test during the time allotted to that test only.
- (18) 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 Bank.
- (19) 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.
- (20) After the expiry of 60 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.
- (21) Please note :**
- Candidates will not be allowed to "finally submit" unless they have exhausted the actual test time.**
  - 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:**

- Please note Date, Reporting time and Venue address of the examination given in the call letter.
- You may visit the venue one day before the Online Examination to confirm the location so that you are able to report **on time** (as printed on the call letter) on the day of the examination. Late comers will not be allowed.

- (3) The call letter should be brought with you to the examination venue along with your recent passport size photograph duly pasted on it. (Preferably the same photograph as was uploaded).
- (4) You must scrupulously follow the instructions of the Test Administrator and the Bank 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) Please bring call letter with your photograph affixed thereon, currently valid Photo identity proof in original and a photocopy of the same ID proof which you bring in original - **THIS IS ESSENTIAL. This call-letter alongwith photocopy of photo identity proof duly stapled together are to be submitted to the invigilator at the end of exam.** Currently valid photo identity proof may be PAN Card/Passport /Permanent Driving License/Voter's Card with photograph/Bank Passbook with photograph/Valid recent Identity Card issued by a recognised College/University/Aadhaar Card/E-Aadhaar Card with a photograph/Employee ID in original/Bar Council Identity card with photograph. **Please Note - Ration Card and Learner's Driving License will NOT be accepted as valid ID proof for this purpose.** Please note that your name as appearing on the call letter (provided by you during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof you will not be allowed to appear for the exam. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate/affidavit.
- (7) Biometric data (thumb impression) and photograph will be captured at the examination venue before the start of examination. Decision of the Biometric data verification authority with regard to its status (matched or mismatched) shall be final and binding upon the candidates. **Refusal to participate in the process of biometric data capturing / verification on any occasion may lead to cancellation of candidature.** With regards to the same, please note the following :
  - (a) If fingers are coated (stamped ink/mehndi/coloured...etc.), ensure to thoroughly wash them so that coating is completely removed before the examination day.
  - (b) If fingers are dirty or dusty, ensure to wash them and dry them before the thumb impression (biometric) is captured.
  - (c) Ensure fingers of both hands are dry. If fingers are moist, wipe each finger to dry them.
  - (d) If the primary finger (thumb) to be captured is injured/damaged, immediately notify the concerned authority in the test centre.(Any failure to observe these points will result in non- admittance for the examination).
- (8) 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. 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 Bank may take further action against such candidates as deemed fit by it.
- (9) You should bring with you a ball-point pen. You may bring your own ink stamp pad (blue/black). 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 **MUST** handover this sheet of paper along with the Call Letter to the invigilator.
- (10) The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problems, which may include movement of candidates, delay in test. The conduct of a re-exam is at the absolute discretion of the test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.
- (11) If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session is required if the nodes capacity is less or some technical disruption takes place at any centre or for any candidate.
- (12) Please note that a candidate is allowed to appear only once in the online examination. Multiple appearance in online examination will result in cancellation of candidature. In case more than one call letter has been generated, candidates are advised to appear only once on the date and at the time mentioned on the respective call letter. All other call letters are to be surrendered.
- (13) Anyone found to be disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of test contents in any form or any information therein in whole or part thereof or by any means verbal or written, electronic or mechanical or taking away the papers supplied in the examination hall or found to be in unauthorised possession of test content is likely to be prosecuted.
- (14) Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection, process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any J and K Bank engagement/recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

(15) Candidates are advised to take note of “The Public Examinations (Prevention of Unfair Means) Act, 2024”.

**WISH YOU GOOD LUCK!**