

# West Bengal

## *Information Brochure*

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## About Drishti

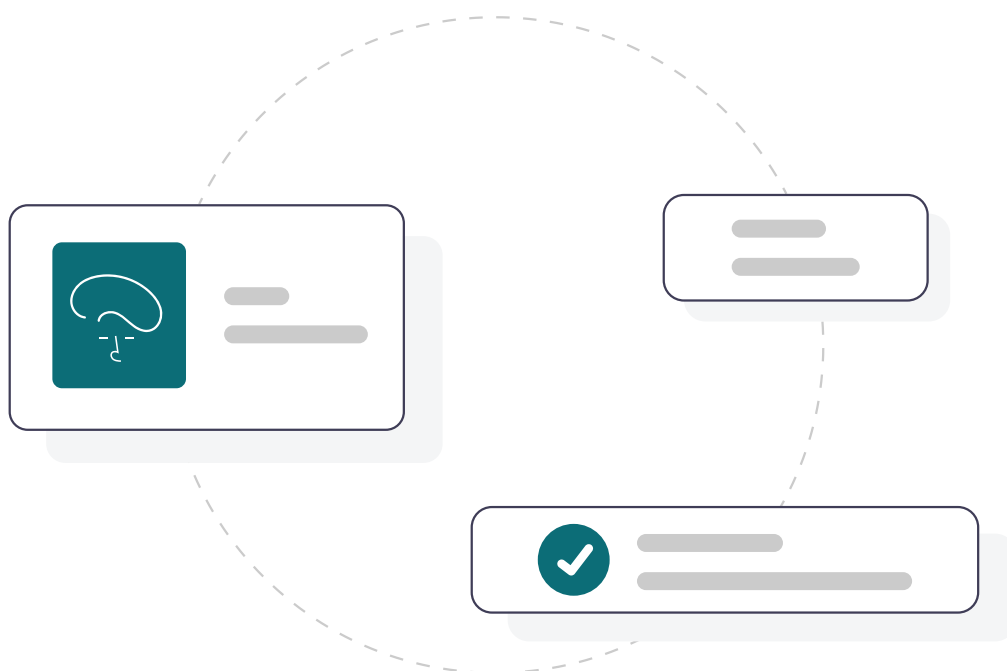
Founded on 1<sup>st</sup> November 1999, 'Drishti The Vision Foundation' has consistently ranked among the leading institutions in UPSC Civil Services Examination preparation. In recent years, over a thousand students from our institute have successfully cleared the civil services examination, providing us with valuable experience in effectively guiding students through rigorous competitive examinations. Apart from UPSC, Drishti The Vision Foundation is also a leading institute in State PCS examination preparation, consistently producing top rankers across various states.

We firmly believe that students who adhere to our pedagogical approach and diligently follow our scientifically crafted schedule, excel in the examinations. Our meticulously designed courses include well-structured intensive classes that make students progress from foundational concepts to the required complexity of the exam. Beyond offering quality class notes, we also administer regular tests to ensure optimal learning outcomes.



# Contents

<i>About West Bengal Combined Competitive Examination</i>	4
<i>Preliminary Examination Syllabus</i>	6
<i>Preliminary Examination Strategy</i>	7
<i>Main Examination Syllabus</i>	8
<i>Main Examination Strategy</i>	11
<i>Personality Test (Interview)</i>	11
<i>Interview Strategy</i>	11



## About West Bengal Combined Competitive Examination

West Bengal Civil Service (Executive) etc. Examination, conducted by the Public Service Commission, West Bengal is also known as West Bengal Combined Competitive Examination.

The services and posts for which recruitment is made based on the results of the West Bengal Civil Service (Executive) etc. Examination is divided into four groups: A, B, C and D. A candidate may compete for one or more groups but is required to submit a single application indicating their choice of group(s).

### Grouping of Services

- **Group A:** West Bengal Civil Service (Executive), Assistant Commissioner of Revenue in the integrated West Bengal Revenue Service, West Bengal Co-operative Service, West Bengal Labour Service, West Bengal Food and Supplies Service, West Bengal Employment Service [Except the post of Employment Officer (Technical)]
- **Group B:** West Bengal Police Service
- **Group C:** Superintendent, District Correctional Home / Deputy Superintendent, Central Correctional Home, Joint Block Development Officer, Deputy Assistant Director of Consumer Affairs and Fair Business Practices, West Bengal Junior Social Welfare Service, West Bengal Subordinate Land Revenue Service, Grade-I, Assistant Commercial Tax Officer, Registrar (District Consumer Disputes Redressal Commission)/Joint Registrar (West Bengal State Consumer Disputes Redressal Commission) under the Consumer Affairs Department, Government of West Bengal), Assistant Canal Revenue Officer (Irrigation), Chief Controller of Correctional Services
- **Group D:** Inspector of Co-operative Societies, Panchayat Development Officer under the Panchayat and Rural Development, Rehabilitation Officer under the Refugee Relief and Rehabilitation Department

**Note:** Groups of Services and Posts may be changed by the Commission.

### Scheme of the Examination

West Bengal Combined Competitive Examination consists of following successive stages:

- Preliminary Examination (Objective MCQ Type) for the selection of candidates for Main Examination
- Main Examination (Both Objective MCQ Type and Conventional Type) for selection of candidates for Personality test/Interview
- Personality Test (Interview)

### Preliminary Examination

- The Preliminary Examination will consist of only one paper, viz., a paper on **“General Studies”**. The paper will be of an objective type consisting of 200 multiple-choice questions. The paper will carry 200 marks and will be of 2½ hours duration. The standard of the paper will be of the level of knowledge as expected of a graduate of any faculty of a recognized University.
- The Preliminary Examination is meant to serve as a Screening Test only for the purpose of selection of candidates for the Main Examination. The marks obtained in this examination by the candidates will not be considered for final selection. Only those candidates who will be declared qualified at the Preliminary Examination in a year shall be eligible for admission to the W.B.C.S. (Exe.) etc.(Main) Examination of that year. Final Merit List will be prepared on the basis of marks obtained in Main Examination and Personality Test taken together.

### Main Examination

- The Main Examination shall consist of **six Compulsory papers** and **one optional subject** consisting of two papers (Only for candidates applying for group A and / or B). There will be two papers of the optional subject of 200 marks each. Each paper, Compulsory or Optional, will carry 200 marks and will be of 3 hours duration.
- Out of six compulsory papers, four papers i.e., (i) General Studies- I, (ii) General Studies- II, (iii) The Constitution of India and Indian Economy including role and functions of Reserve Bank of India and (iv) Arithmetic and Test of Reasoning will be of MCQ Type to be answered in OMR answer sheets and remaining two compulsory papers i.e., Paper - I (Language) and Paper - II (English) will be of conventional type written examination.
- Optional Paper will also be of MCQ Type to be answered in OMR answer sheets.
- **A summary of the group-wise papers in the Main Examination:**
  - ❖ Group ‘A’ & ‘B’ Services & Posts : All 6 compulsory papers and one optional subject consisting of two papers.
  - ❖ Group ‘C’ & ‘D’ Services & Posts : All 6 compulsory papers.

### Personality Test (Interview)

- A number of candidates selected in order of merit on the results of the Main Examination for all the services

and posts included in Groups A, B, C and D shall have to appear at a Personality Test. Each candidate will be asked questions on matters of general interest.

- Candidates for Group 'B' Service (West Bengal Police Service) will be specially tested at the interviews with regard to their suitability for the service.

**Note:** No separate Personality Test will be held for different groups viz. Group-'A', Group-'B', Group-'C' and Group-'D' in respect of a candidate. Marks will be awarded according to different services against allotted full marks for Personality Test.

Marks for the Personality Test		
Sl. No.	Group	Marks
(i)	Group 'A' & 'B'	200 Marks
(ii)	Group 'C'	150 Marks
(iii)	Group 'D'	100 Marks

### Language of the Examination

- Both compulsory and optional, must be answered in either English or Bengali, except for the language paper,

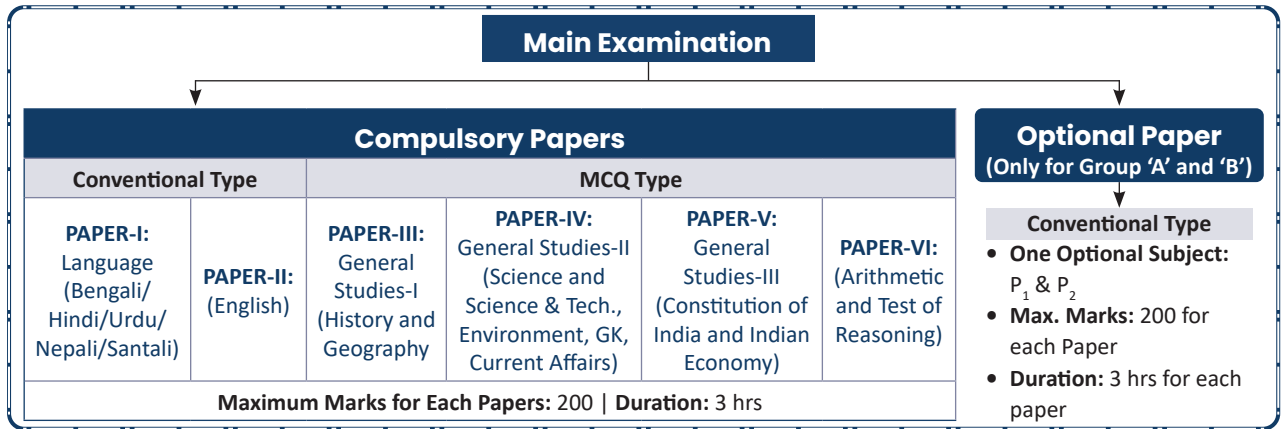
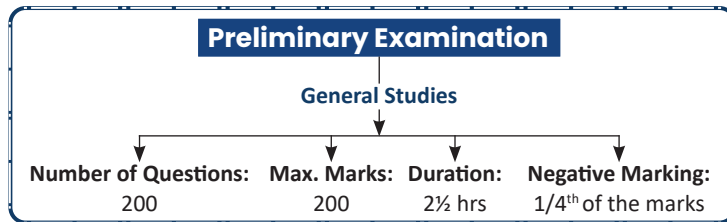
unless otherwise specified in the rules or question papers.

- In the case of **Political Science** and **Botany** Optional Papers, they may also be written in **Nepali**.
- Candidates shall write their answers to all the questions in only one and the same language in any particular paper.
- Candidates may use the Devanagari or Bengali Script in the answer papers on Sanskrit, the Devanagari Script in the answer papers on Hindi or Nepali, and the Bengali, Arabic, Persian, Urdu in the answer papers on Bengali, Arabic, Persian and Urdu respectively. Questions for Santali Paper will be set in Olchiki script and answers should also be written in Olchiki.

### Deduction of Marks

There will be negative marking for incorrect answers in the multiple-choice questions (MCQs) for both the prelims and mains examinations. This information will be clearly stated at the **top of the question booklet**. The negative marking will be 1/4<sup>th</sup> of the total marks for each wrong answer.

Table Shows the Papers / Subjects and Marks For Main Examination and Personality Test					
Sl No.	Compulsory Papers	Marks			
		Group 'A'	Group 'B'	Group 'C'	Group 'D'
1.	Bengali/Hindi/Urdu/Nepali/Santali - Letter writing (within 150 words) / Drafting of Report (within 200 words), Précis Writing, Composition and Translation from English to Bengali/Hindi/Urdu/Nepali/Santali	200	200	200	200
2.	English - Letter writing (within 150 words) / Drafting of Report (within 200 words), Précis Writing, Composition and Translation from Bengali/Hindi/Urdu/Nepali/Santali to English	200	200	200	200
3.	General Studies-I : (i) Indian History with special emphasis on National Movement and (ii) Geography of India with special reference to West Bengal	200	200	200	200
4.	General Studies-II : Science and Scientific & Technological advancement, Environment, General Knowledge and Current Affairs	200	200	200	200
5.	The Constitution of India and Indian Economy including role and functions of Reserve Bank of India	200	200	200	200
6.	Arithmetic and Test of Reasoning	200	200	200	200
7.	Optional Subject - One subject to be chosen, Two papers of 200 marks each	400	400	-	-
8.	Personality Test	200	200	150	100
	<b>Total Marks</b>	<b>1800</b>	<b>1800</b>	<b>1350</b>	<b>1300</b>



**Personality Test**

- The objective of the interview is to assess the personal suitability of the candidate for a career in public service by a board of competent and unbiased observers.
- **Max. Marks:**
  - ❖ For Group A & B: 200 Marks
  - ❖ For Group C: 150 Marks
  - ❖ For Group D: 100 Marks

## Preliminary Examination Syllabus

The Preliminary Examination Paper Consists of questions covering the subjects listed in the table below:

Distribution of Marks		
Sl. No.	Fields	Marks
(i)	English Composition	25 Marks
(ii)	General Science	25 Marks
(iii)	Current events of National & International Importance	25 Marks
(iv)	History of India	25 Marks
(v)	Geography of India with special reference to West Bengal	25 Marks
(vi)	Indian Polity and Economy	25 Marks
(vii)	Indian National Movement	25 Marks
(viii)	General Mental Ability	25 Marks

- Questions on English Composition will cover Synonyms, Antonyms, Idioms and Phrases, Vocabulary test, Phrasal Verbs, the same words bearing more than one meaning, use of appropriate and qualifying words etc.
- Questions on General Science will cover general appreciation and understanding of science, including matters of everyday observation and experience as may be expected of a well-educated person who has not made a special study of any scientific discipline.
- Questions on current events of National and International importance will cover a range of topics, including National Issues, Indian Economy, Indian Polity, Environment, Science and Technology, State Affairs, Social Schemes, Cultural Development, Sports News etc., and International Issues.
- In History, emphasis will be on broad general understanding of the subject in its social, economic and political aspects.
- Questions on the Geography of India will relate to Physical, Social and Economic Geography of the country, including the main features of Indian Agricultural and Natural Resources with special reference to West Bengal.
- Questions of Indian Polity and Economy will test the knowledge of the country's Political System, Panchayati Raj, Community Development and Planning in India.
- Questions on the Indian National Movement will relate to the nature and character of the Nineteenth Century Resurgence, Growth of Nationalism and Attainment of Independence.
- General Mental Ability will relate to Logical perception, understanding and natural conclusion.

## Preliminary Examination Trends Analysis (2021–2023)

Subject	Title	No. of Questions		
		2023	2022	2021
English Composition	English Grammar	11	13	11
	Vocabulary	14	12	14
History of India	Ancient	10	10	3
	Medieval	10	13	13
	Modern	5	2	9
Indian National Movement		25	25	25
Geography of India with Special reference to West Bengal	Indian Geography	18	17	21
	West Bengal Special	5	9	9
Indian Polity & Economy	Indian Polity	14	19	16
	Indian Economy	12	6	8
General Science	Physics	9	8	20
	Chemistry	8	6	4
	Biology	7	11	1
Current events of National & International Importance	General Current Affairs	23	24	18
	Miscellaneous	3	–	3
General Mental Ability	Logical Reasoning	14	17	17
	Quantitative Aptitude	12	7	7
<b>Total</b>		<b>200</b>	<b>200</b>	<b>200</b>

### Preliminary Examination Strategy

- **Understanding the Syllabus:** Begin by thoroughly reviewing the syllabus of the examination, considering all its components. Based on your convenience and interest, prioritize the subjects accordingly.
- **Analysis of Previous Exams:** Examine questions from past preliminary examinations, paying close attention to subjects and topics with a higher tendency of being asked.
- **Strengthening Conceptual Knowledge:** Focus on strengthening conceptual and factual knowledge based on the identified sections. Adopt a scientific approach to studying, making it easier to retain information. Making concise notes simultaneously can aid in retention.
- **Consistent Study:** Success in this examination hinges on regular and dedicated study. Allocate 5-6 hours daily for study, with an additional 1-2 hours for current events and revision.

- **Subject-wise Analysis:** Utilize the subject-wise trend analysis provided for the preliminary examination's that has been held over the past years.
- **Current Affairs Preparation:** Stay updated on current affairs. You may enrich your preparation by utilizing resources such as Drishti Website, Drishti PCS YouTube Channels, and Drishti Monthly Magazine.

### Final Round of Preparation for Preliminary Examination

- **Avoid New Topics:** Refrain from studying new sections or topics in the last 2-3 days before the exam. Focus on revising what you've learned so far to build confidence in your preparation.
- **Maintain Confidence:** Maintain confidence in your preparation and avoid succumbing to stress. Sufficient sleep on the night before the exam is crucial for optimal performance.
- **Order of Answering:** Determine the order of answering questions based on your preparation level. Start with topics you're most confident about, then proceed to those where you have slight doubts.

- **Attempt Questions Carefully:** Since there is negative marking, ensure to attempt questions carefully.
- **Maintain Faith:** Remember that success is attainable with a precise strategy and consistent effort. Trust in your preparation, and with perseverance, the desired outcome will be within your reach.

## Main Examination Syllabus

The description of Six compulsory papers are given in the table below:-

Compulsory Papers	
Papers	Description
Paper I	Bengali/Hindi/Urdu/Nepali/Santali - Letter writing (within 150 words) / Drafting of Report (within 200 words), Précis Writing, Composition and Translation from English to Bengali/Hindi/Urdu/Nepali/Santali
Paper II	English - Letter writing (within 150 words) / Drafting of Report (within 200 words), Précis Writing, Composition and Translation from Bengali/Hindi/Urdu/Nepali/Santali to English
Paper III	General Studies-I (i) Indian History with special emphasis on National Movement and (ii) Geography of India with special reference to West Bengal.
Paper IV	General Studies-II Science and Scientific & Technological advancement, Environment, General Knowledge and Current Affairs.
Paper V	The Constitution of India and Indian Economy including role and functions of the Reserve Bank of India.
Paper VI	Arithmetic and Test of Reasoning.

- The standard of Arithmetic part of Compulsory Paper – VI (Arithmetic & Test of Reasoning) will be similar to that of the Compulsory Mathematics paper at the Madhyamik Examination of the Board of Secondary Education, West Bengal. Test of Reasoning will cover Analytical Reasoning: Data Sufficiency, Logical Reasoning: (i) Logical Deduction (ii) Forcefulness of the Arguments (iii) Implication of sentences (iv) Inferring from diagrams, Series: (i) Letter series, (ii) Number series, Inferring from Data, Analogy tests, Symbol Interpretation, Mathematical puzzles, Odd man out, Perception test, Non-verbal reasoning & Selecting the correct sequence.
- The standard of other compulsory papers will be of the level of learning expected from a graduate of any faculty of a recognized University.

- The two papers of the **optional subject** will be of conventional type and the standard of the examination will be approximately that of an Honours Degree Examination as prescribed by the recognized Indian Universities except Law, Medical Science and Engineering subjects which will be that specified for the LLB, MBBS and BE or equivalent courses respectively recognized by Indian Universities /Institutions.
- The Topic 'Environment' in paper General Studies II will include the following:-
  - ❖ Bio diversity and Coastal Regulation Zone, Global Warming, Industrial and Environmental Pollution, Ozone Layer and related issues.
- The Topic 'Indian Economy including role and functions of the Reserve Bank of India' of the compulsory paper-V will consist of the following:-
  - ❖ Central State relation and devolution of central funds to state, Planning process and objectives of five years plan, Functions of RBI and Monetary policy, Central Finance Commission & State Finance Commission and Fiscal Policy of Government of India.

## List of Optional Subjects (Only for Group A & B)

Optional Subjects	
1. Bengali	20. Economics
2. Hindi	21. Electrical Engineering
3. Sanskrit	22. Geography
4. English	23. Geology
5. Pali	24. History
6. Arabic	25. Law
7. Persian	26. Mathematics
8. French	27. Management
9. Urdu	28. Mechanical Engineering
10. Santali	29. Medical Science
11. Comparative Literature	30. Philosophy
12. Agriculture	31. Physiology
13. Animal Husbandry and Veterinary Science	32. Physics
14. Anthropology	33. Political Science
15. Botany	34. Psychology
16. Chemistry	35. Sociology
17. Civil Engineering	36. Statistics
18. Commerce and Accountancy	37. Zoology
19. Computer Science	



## Main Examination Trend Analysis (2021–2023)

Paper – III: General Studies – I				
Subject	Title	No. of Questions		
		2023	2022	2021
Indian History with special emphasis on National Movement	Ancient	22	39	22
	Medieval	25	33	32
	Modern	32	15	25
	Indian National Movement	21	13	21
Geography of India with Special reference to West Bengal	Indian Geography	88	87	89
	West Bengal Special	12	10	9
Miscellaneous		—	3	2
<b>Total</b>		<b>200</b>	<b>200</b>	<b>200</b>

Paper – IV: General Studies – II				
Subject	Title	No. of Questions		
		2023	2022	2021
Science and Scientific & Technological advancement, Environment, General Knowledge and Current Affairs	General Science	80	79	74
	Science & Technology	—	11	—
	Environment	29	59	38
	General Knowledge	63	22	53
	Current Affairs	28	29	35
<b>Total</b>		<b>200</b>	<b>200</b>	<b>200</b>

Paper – V : General Studies – III				
Subject	Title	No. of Questions		
		2023	2022	2021
Constitution of India	Introduction to constitution	24	14	11
	Citizen State Relation	10	37	22
	Union : Executive and Legislature	20	21	36
	State : Executive and Legislature	3	2	5
	Union State Relation	7	12	3
	Judiciary	10	10	13
	Local Self Government	8	3	4
	Constitutional and Non-Constitutional Body	4	3	2
	Election	2	1	2
	Miscellaneous	15	2	3
Indian Economy including role and functions of the Reserve Bank of India		97	95	99
<b>Total</b>		<b>200</b>	<b>200</b>	<b>200</b>

**Paper – VI**

Subject	Title	No. of Questions		
		2023	2022	2021
<b>Problem on Arithmetic</b>	Number System	—	13	14
	Simplification	5	11	8
	HCM and LCM	1	6	—
	Algebra	12	7	14
	Time & Distance	14	14	15
	Time and Work	17	6	8
	Percentage	13	14	9
	Simple & Compound Interest	24	19	12
	Average	7	7	4
	Profit & Loss	24	13	13
	Ratio & Proportion	18	11	2
	Mixture & Alligation	5	5	4
	Partnership	2	6	2
	Problem on Ages	3	1	6
	Permutation and Combination	—	2	3
	Probability	—	—	2
	Geometry	5	14	9
	Co-ordinate Geometry	2	5	1
	Mensuration	11	17	10
	Trigonometry	1	4	4
	AP & GP	2	5	1
	Mean, Median, Mode	2	1	3
Data Interpretation	—	1	18	
<b>Test of Reasoning</b>	Series	13	9	18
	Coding & Decoding	4	1	3
	Analytical Reasoning	2	—	5
	Seating Arrangement	—	—	1
	Blood Relation	2	—	1
	Calender	1	—	2
	Syllogism	—	—	2
	Clock	—	2	2
	Direction Sense Test	1	1	—
	Figure Counting	1	2	1
	Cube & Dice	1	1	—
	Venn Diagram	7	2	3
<b>Total</b>		<b>200</b>	<b>200</b>	<b>200</b>

## Main Examination Strategy

- **Understand the Exam Pattern:** Familiarize yourself with the structure, including six compulsory papers and one optional subject. Be aware of the different question types: Objective MCQ Type and conventional Type.
- **Collect Comprehensive Study Material:** Gather all study material required for the examination at one place to save time and streamline preparation efforts.
- **Time Management:** Allocate study time based on the weightage of each subject. Prioritize subjects you find challenging.
- **Current Affairs Preparation:** Study current affairs with a focus on the main examination. Utilize resources such as Drishti website, Drishti PCS YouTube channels, and Drishti Monthly Magazine.
- **Optional Subject:** Choose an optional subject you are comfortable with or have prior knowledge of. Study the subject deeply, referring to advanced books and past question papers.
- **Practice and Mock Tests:** Solve previous years' papers and take regular mock tests to track your preparation.

## Last Minute Strategy

- **Focus on Revision:** Avoid studying new topics in the last few days before the exam. Instead, focus on revising previously studied topics.
- **Prioritize Strong Areas:** During the examination, prioritize answering questions from sections where you have a strong grasp of the content. This will boost your confidence and create a positive environment.

## Personality Test (Interview)

- The candidate will be interviewed by a Board who will have before them a record of his/her career. He/she will be asked questions on matters of general interest. The object of the interview is to assess the personal suitability of the candidate for a career in public service by a Board of competent and unbiased observers. The test is intended to judge the mental calibre of a candidate. In broad terms, this is an assessment of not only his/her intellectual qualities but also social traits and his/her interest in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

- This means that the Interview is not just an evaluation of subject knowledge but an in-depth assessment of an aspirant's personality, communication skills, and administrative acumen. This interview serves as the ultimate test, where candidates are expected to showcase their understanding of various issues and their ability to think on their feet, demonstrate leadership qualities and communicate effectively.

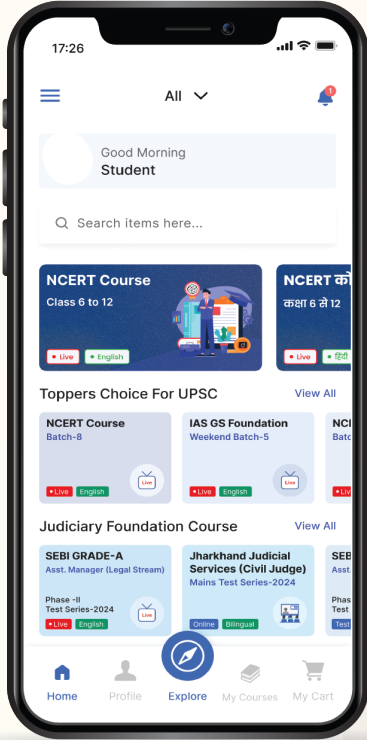
## Interview Strategy

- **Preparation:** Candidates must prepare for the interview by understanding what to focus on and how to enhance their skills and abilities.
- **Strengths and Weaknesses:** Candidates should identify their strengths and weaknesses to effectively prepare for the interview.
- **Engagement:** The Interview panel assesses how well candidates engage with them during the interview.
- **Creativity:** Candidates are expected to demonstrate creativity in their responses to showcase their unique perspectives.
- **Expression:** The ability to express oneself effectively carries significant weight in the interview.
- **Appearance:** While appearance and attire contribute minimally, they still play a role in creating a favorable impression.
- **Factual Information:** Providing accurate factual information demonstrates preparedness and knowledge in relevant areas.
- **Perspective:** Candidates should adopt a balanced perspective when discussing controversial issues and showcase their depth of understanding.





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