

**GROUP-IV SERVICES**  
**SUBJECT: GENERAL STUDIES PAPER-I**  
**(SSC STANDARD)**

S.L. No	Existing Syllabus	Proposed Syllabus	Suggestion for		Substantiation on your Suggestions Additions / Deletions
			Additions	Deletions	
	1. History, Economics, Civics and Geography. 2. Physical Science. 3. Natural Science. 4. Current Affairs. 5. Reasoning and Analytical Ability. 6. Basic things about disaster management (CBSE- VIII & IX Standard)	1. History, <u><b>ECONOMICS</b></u> i) Economic Growth and Development – Indicators of Economic Development – Characteristic Features of Developing Countries like India. ii) National Income - Concepts of National Income – GNP – NNP – Percapita Income – Disposable Income – Estimation of National Income – Trends in National Income – Structural Changes in Indian Economy – Sectoral Distribution of GDP. iii) Planning and Economic Reforms in India – Meaning of Planning – Objectives – India's Five			

		<p>Year Plans –NITI AYOOG – Twelfth Five Year Plan – Eradication of Poverty and Reduction of unemployment Programmes.</p> <p>iv) Environment and Sustainable Development – Concepts of Environment – Linkages Between Environment and Economy – Environmental Pollutions – Types – Measures to Control Pollution – Sustainable Economic Development.</p> <p>v) Economy of Andhra Pradesh – Economic History of Andhra Pradesh – Characteristic features – Demographic features – Occupational Distribution of workforce – Development of Agricultural Sector, Industry and Service Sectors – Welfare measures - Civics and Geography.</p> <p><b>2. <u>PHYSICAL SCIENCE.</u></b></p> <p>Heat Light, Electricity Magnetism, Chemical equation and reaction, Acids, Bases and Salts, Structure of Atom, Classification of Elements, Chemical bonding, Carbon</p>			
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		<p>it Compounds, Metallurgy (SSC Standard only).</p> <p><b><u>3. NATURAL SCIENCE.</u></b></p> <p>Introduction to living organisms. Prokaryotic and Eukaryotic cells. Structure, reproduction and uses of bacteria. Nature of viruses. Common diseases caused by bacteria and viruses. Plant kingdom, Fungi and Animal Kingdom-salient features of algae, fungi, bryophytes, pteridophytes, gymnosperms, invertebrates and vertebrates. Human Physiology. Uses of plants in food, fibre and medicine. Crop plants. Uses of animals in food and medicine.</p> <p>4. Current Affairs.</p> <p>5. Reasoning and Analytical Ability.</p> <p>6. Basic things about disaster management (CBSE- VIII &amp; IX Standard).</p> <p>7.** Bifurcation of Andhra Pradesh.</p>			
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**GROUP - IV SERVICES**  
**SUBJECT: PAPER-II**  
**SECRETARIAL ABILITIES**

S.L. No	Existing Syllabus	Proposed Syllabus	Suggestion for		Substantiation on your Suggestions Additions / Deletions
			Additions	Deletions	
	1) Mental Ability (Verbal and non- verbal) 2) Logical Reasoning 3) Comprehension 4) Re-arrangement of sentences with a view to improve analysis of a passage 5) Numerical and Arithmetical abilities	1) Mental Ability (Verbal and non- verbal) 2) Logical Reasoning 3)** Comprehension: a) Descriptive Passage b) Logical Passage c) Narrative Passage 4)** a) Re-arrangement of sentences with a view to improve analysis of a passage b) Fill in the blanks with suitable words from the given words/phrases 5) Numerical and Arithmetical abilities			