

**FURTHER DETAILS REGARDING MAIN TOPICS OF
PROGRAMME NO. 01/2016 (Item Nos. 20 TO 31)**

DIVISIONAL ACCOUNTANT

KERALA GENERAL SERVICE

(DIRECT RECRUITMENT, BY TRANSFER & NCA NOTIFICATION)

(PRELIMINARY TEST)

(CATEGORY Nos. 40/2015 TO 42/2015 & 140/2015 TO 148/2015)

Part I

General Knowledge

Geography of India- Physical Features- Climate-Soils- Rivers- Famous Sites – Etc. – Demography- Economic and Social Development-Poverty Alleviation-Economy and Planning- Etc. – History of India- Period from 1857 to 1947- National Movement- Etc.

Current affairs

Important World, National and Regional Events related to the Political and Scientific fields, Sports, Cinema and Literature etc.

Facts about Kerala

Geographical Facts-Physical Features- Climate-Soils- Rivers-Famous Sites– Etc

Renaissance of Kerala

Important Events/ Movements/Leaders

–
Brahmananda Swami Sivayogi, Chattampi Swami, Sree Narayana Guru, Vagbhatananda, Thycaud Ayya, Ayya Vaikundar, Poikayil Yohannan (Kumara Guru), Ayyankali, Pandit Karuppan, Mannathu Padmanabhan, V.T.Bhattathirippad, Dr. Palpu, Kumaranasan, Vakkom Moulavi, Blessed Kuriakose Elias Chavara, Etc

Part II : General English

Grammar- Agreement of Subject and Verb- Confusing Adjectives and Adverbs- Comparison of Adjectives- Correct usage of Articles- Prepositions- Direct and Indirect Speech- Active and Passive Voice- Correction in Sentences-Etc. Vocabulary- Gender- Singular and Plural-

Synonyms- Antonyms- One word Substitutes- Problem concerning words- Idioms and their meanings-Etc

Part III : Elementary Book Keeping

The paper in this subject will be of a fairly elementary nature. “Students complete commercial Book keeping, Accountancy and Banking” by Arthur field House is prescribed as the test book for the paper on this subject. It should be supplemented by a knowledge of the following chapters in “Advance Accounts” by R.N. Carter (latest edition). Where these chapters cover the same group as Field House, the questions will be prepared from Carter and not from field House.

Chapter I :- Book keeping up to Trial Balance.

Chapter II :- Trading and profit and loss Accounts and Balance Sheet.

Chapter V :- Depreciation, Sinking Fund, Reserves, Reserve Funds, Secret Reserve.

Chapter VI :- Bills of Exchange, Promissory notes, Cheques.

Chapter VII:- Portion relating to Voyage Account.

Chapter IX :- Self Balancing ledgers.

Chapter X :- Capital and Revenues, Revenue Accounts, Receipts and payments accounts, Income and Expenditure Account.

Chapter XVI:- Manufacturing and working Accounts and Cost Book Mining Company.

Chapter XVII:- Cost Accounts

Chapter XVIII:-Double Accounts System

Part IV : Arithmetic and Mensuration

The standard of this subject will be the same as that prescribed for the matriculation or the School Leaving Certificate Examination. The Book “Mensuration for Indian Schools and Colleges” Part I by pier point is prescribed as representing the standard expected of the candidates on this subject.

NOTE: - It may be noted that apart from the topics detailed above, questions from other topics prescribed for the educational qualification of the post may also appear in the question paper. There is no undertaking that all the topics above may be covered in the question paper.