



**Centre for Cultural Resources and Training  
15-A, Sector-7, Dwarka, New Delhi-110075**

**Name of the Post : Craft Instructor & Co-ordinator  
Part – I Written Exam Syllabus (100 Marks)**

**(A) General Knowledge: (10 Marks)**

Indian History, Geography, Culture, Sports, Indian Economy, Indian Polity including Constitution, and Scientific Research, Awards, Current Affairs – India & World.

**(B) General English (10 Marks):**

Tenses, Verb, Adverb, Articles, Error Correction, Conclusion, Grammar, Vocabulary, Synonyms, Subject-Verb Agreement, Word Formation, Antonyms, Theme detection, Passage Completion, Comprehension, Idioms & Phrases, Fill in the Blanks, Sentence Completion, Unseen Passages, Sentence Rearrangement.

**(C) Logical Reasoning (5 Marks) :**

Analogies – Semantic Analogy, Symbolic / Number Analogy, Figural Analogy, Similarities and differences, Space visualization, Word building, Relationship concepts, Arithmetic Number series, Semantic Series, Number Series, Problem-solving, Analysis, judgment, Decision making visual memory, Discrimination, Observation, Non-verbal series, Coding - Decoding. Decoding and Classification.

**(D) Quantitative Aptitude (10 Marks) :**

Number Systems, Boats and Streams, Simplification, Decimal fractions, Average, Data Interpretation, Profit and Loss, Ratio and Proportion, Time, Work, Distance. Problems on Ages, Simple Interest, Compound Interest, Percentages, Simplification, H.C.F. and L.C.M., Discounts, Fundamental Arithmetical operations etc.

**(E) Computer Literacy (10 Marks) :**

Fundamental of Computer, Computer organization including CPU, RAM, ROM, PROM, Storage Devices etc., Hardware, Software, Network, Operating system, File System, MS. Office, IT Act. Digital Signatures, Internet, Cyber security, Application of IT in Government for E-Governance, GIGW 3.0, ISMS, Web Security, Social Media etc..

**(F) Government rules and Office procedures (5 Marks)**

Government Rules including FR/SR, Deputation, Disciplinary, Leave rules, Pay fixation rules, LTC, pension rules, CCS (CCA) rules, files/record maintenance, New Pension Scheme, RTI Act-2005 etc.

**(G) Teaching Aptitude (10 Marks)**

Teaching : Concept, Objectives, Level of Teaching, Characteristics and Requirements

Learners' Characteristics : Adolescent, Adult learners, Individual Differences

Factors Affecting Teaching Related to : Teacher, Learner, Support Material, Instructional facilities etc.

Methods of Teaching in Institutions of Higher Learning : Teacher-Centered Vs Learner-Centered Methods. Off line Vs On Line Methods

Teaching Support System : Traditional, Modern and ICT Based.

Evaluation Systems : Elements and Types of Evaluation, Evaluation in Choice Based Credit system, Computer Based system, Innovations in Evaluation System

**(H) National Education Policy- 2020 (5 Marks)**

School Education, Higher Education, Key Area of Focus & Making it happen

**(I) Indian History, Art & Culture (35 Marks)**

- Fundamentals of visual art including line, shape, form, space, colour, texture, perspective, and design principles.
- Representation in two and three dimensions, focusing on environmental, conceptual, and perceptual aspects of art.
- Inter-relationship of visual arts with performing arts, cinema, and literature.
- Traditional mediums, materials, and techniques like carving, casting, fresco, murals, and printmaking.
- Modern techniques and digital applications including installations, multimedia, hyperrealism, and computer-aided design.
- Study of Indian and Western aesthetics and approaches to art appreciation.
- Chronological developments in Western art, performing arts, and literature from prehistory to post-modern movements.
- Indian art, performing arts, and literary history from prehistory to the 19th century, focusing on cultural evolution.
- Contemporary Indian art, performing arts, and literature in the 20th and 21st centuries, including experimental practices and visual communication.
- Traditional, tribal, and craft practices in India, including their connections to performing and literary arts, and contemporary adaptations.

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**Tier- 2 Presentation Test - (50 MARKS)**

**For Presentation Test :**

The 50 Marks are given based on the Behavior/Attitude, Presentation style, Content and coverage of the presentation, Communication & Audience engagement, Body Language, posture and public attitude.

Candidates are required to make a brief Power-Point Presentation which includes

- Personal profile,
- Past experience,
- extra-curricular activities,
- future plan,
- About the knowledge of CCRT,
- Vision for the Institute,
- Reasons to join in CCRT and the responsibilities of C.I.C. Post.

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