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📘 Subject: Private Secretary Grade I

🌐 Medium: English

📁 Total: 1 Shifts

📝 90 Questions

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Private Secretary Grade I

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General Studies MCQ

Q.1 Choose the sentence that correctly expresses an interrogative form in the active voice.

1. Is the article being written by you?
2. ✓ **Did you see the film?**
3. Has the project been finished?
4. Was the screenplay written by you?

Q.2 Which statement best describes the relationship between the work done in raising an object and its gain in potential energy?

1. The object loses energy equal to the work done
2. ✓ **The work done on the object against gravity equals its gain in potential energy**
3. The work done is less than the gain in potential energy
4. The work done is greater than the gain in potential energy

Q.3 Under Article 246 read with the Seventh Schedule of the Constitution of India, which of the following lists enumerates subjects such as education, forests, marriage, and adoption, on which both Parliament and the State Legislatures possess concurrent power to legislate?

1. Union List
2. ✓ **Concurrent List**
3. State List
4. Residuary Powers

Q.4 Select the triad which follows the same pattern as that followed by the two triads given below. Both triads follow the same pattern.
BG - EJ - HM
PU - SX - VA

1. QV - TX - WZ
2. LD - OG - SJ
3. KC - NG - QJ
4. ✓ **KD - NG - QJ**

Q.5 In August 1765, following the Battle of Buxar, Mughal Emperor Shah Alam II granted which of the following official titles/offices to the English East India Company, formally ceding the right to manage and collect the revenues of Bengal, Bihar, and Orissa?

1. Faujdar
2. ✓ **Diwan**
3. Subadar
4. Qazi

Q.6 This question is based on the five, three-digit numbers given below.

(Left) 183 647 925 762 514 (Right)
(Example - 697 – First digit = 6, second digit = 9 and third digit = 7)

What will be the resultant if the product of the first and third digits of the highest number is added to the second digit of the lowest number?

1 54 | 2 52 | ✓ 3 53 | 4 51

Q.7 Which method is commonly used to secure a smartphone against unauthorized access?

1 Disabling Bluetooth connectivity

2 Regularly updating software

3 Fingerprint scanning only

✓ 4 **Using a screen lock with a password or PIN**

Q.8 What does the abbreviation CPU stand for, which is often referred to as the brain of computer?

1 Center for Processing Utility | 2 Core Program Utility

✓ 3 **Central Processing Unit** | 4 Central Program Utility

Q.9 What is the primary function of antivirus software in computer security?

1 Slowing down computer performance

2 Blocking all internet access

✓ 3 **Detecting and removing malicious software**

4 Creating computer viruses for testing

Q.10 Why might a user choose 'Save As' after opening an existing MS Word document?

1 To save changes to the original file only

2 To open another unrelated document

✓ 3 **To create a new file with a different name or location**

4 To close the document without saving changes

Q.11 Mr. Bucky starts from Point A and drives 11 km towards South. He then takes a right turn, drives 7 km, turns right and drives 21 km. He then takes a right turn and drives 23 km. He takes a final right turn, drives 10 km and stops at Point P. How far (shortest distance) and towards which direction should he drive in order to reach Point A again? (All turns are 90 degrees turns only unless specified)

1. 9 km to the east
2. 16 km to the east
3. 9 km to the west
4. ✓ **16 km to the west**

Q.12 Choose the correct indirect statement:
The scientist said, "These results do not support our earlier theory."

1. The scientist said that these results were not supporting their earlier theory.
2. The scientist told that these results had not supported their earlier theory.
3. The scientist said those results do not support their earlier theory.
4. ✓ **The scientist said that those results did not support their earlier theory.**

Q.13 In the Braj cultural region of Uttar Pradesh, the world-renowned traditional celebration of Lathmar Holi, where women playfully beat men's shields with wooden sticks (lathis), takes place between which of the following pairs of towns?

1. Kushinagar and Gorakhpur
2. ✓ **Barsana and Nandgaon**
3. Ayodhya and Faizabad
4. Sarnath and Varanasi

Q.14 Consider the following statements regarding Exercise Veer Guardian 2026:
1 Veer Guardian 2026 is a 14-day bilateral air exercise between the air forces of India and Japan, being conducted at Jodhpur Air Force Station.
2 The IAF deployed a mix of aircraft, including Su-30 MKI, Rafale, and indigenous Light Combat Aircraft (LCA) Tejas. The JASDF participated with the F-2A fighter aircraft.
Which of the statements given above is/are correct?

1. ✓ **Both Statements 1 and 2 are correct.**
2. Both Statements 1 and 2 are incorrect.
3. Statement 2 only is correct.
4. Statement 1 only is correct.

Q.15 Fill in the blank with the correct option.
She wants to become ___ engineer who designs innovative solutions.

1. the
2. a
3. no
4. ✓ **an**

Q.16 What is the best method to change the width of multiple adjacent columns at once in MS Excel?

1. Drag border of one column
2. ✓ **Select columns and use Format menu**
3. Type in a cell
4. Double-click the column border

Q.17 A sound wave makes 50 oscillations in 1 second. What is its time period?

1. 0.1 s
2. 0.05 s
3. 0.5 s
4. ✓ **0.02 s**

Q.18 Which approach best characterises the political methods adopted by the Moderate leaders of the Indian National Congress during 1885–1905?

1. Mobilising peasants to resist revenue collection through mass campaigns
2. Establishing revolutionary groups to overthrow colonial authority
3. Organising nationwide boycotts to compel administrative concessions
4. ✓ **Submitting petitions and resolutions to seek constitutional reforms**

Q.19 You mistakenly typed “Teh” instead of “The” multiple times. Which feature can help you fix this automatically across the worksheet?

1. Spell Check
2. ✓ **Find and Replace**
3. AutoCorrect
4. Flash Fill

Q.20 Which of the following pairs is correctly matched with its regional folk dance?

1. Ladakh – Garba
2. ✓ **Assam – Bihu**
3. Meghalaya – Bhangra
4. Sikkim – Lavani

Q.21 What is the primary advantage of using LAN in an organization?

1. It acts as a data backup tool
2. ✓ **It enables resource sharing among connected computers**
3. It connects organizations to international networks
4. It provides virus protection for all devices

Q.22 Which statement about atomic number is INCORRECT?

1. Atomic number represents the number of protons in the nucleus.
2. Atomic number is always a whole number.
3. Atomic number is unique for each element.
4. ✓ **Atomic number is equal to the sum of protons and neutrons in an atom.**

Q.23 Which of the following components temporarily holds data actively used by the CPU?

1. Read Only Memory
2. ✓ **Random Access Memory**
3. Printed Circuit Board
4. Central Processing Unit

Q.24 A company is evaluating different online communication methods for its remote teams. They need a solution that allows team members to collaborate in real time, share files instantly, and integrate with project management tools. Which of the following would best fulfill these requirements?

1. FTP servers
2. Traditional email platforms
3. ✓ **A cloud-based collaborative platform like Slack or Microsoft Teams**
4. Basic video conferencing tools

Q.25 A student typed a paragraph in MS Word but wants to move one sentence from the beginning to the end of the document without retyping it. Which sequence of actions is most appropriate?

1. Delete → Retype
2. Copy → Paste
3. ✓ **Cut → Paste**
4. Save → Open

Q.26 $Find\ the\ value\ of\ y, satisfying\ 23 \times 6 \times 605 \div \sqrt{3025} = y + 861$

1. ✓ **657**
2. 665
3. 654
4. 651

Q.27 At the 46th FIDE Chess Olympiad held in September 2026, which country won the gold medal in the Women's category?

1. India
2. ✓ **China**
3. Kazakhstan
4. Georgia

Q.28 Choose the correct idiom to replace the underlined part of the following sentence.

The new student proved to be <u>someone with hidden talents that nobody expected</u>.

1 a red herring
2 a white elephant
3 a blue moon
✓ 4 **a dark horse**

Q.29 Choose the correct one-word substitute for the highlighted phrase in the given sentence.
The author received great recognition **after his death**, when his final novel was published worldwide.

✓ 1 **posthumously**
2 legendary
3 ancient
4 memorial

Q.30 Iron and steel is called a basic industry because it:

1 is owned entirely by private firms
✓ 2 **supplies raw material to many other industries**
3 is located only in coastal states
4 depends only on agricultural raw material

Q.31 Three friends, A, B and C, start a business with investments in the ratio 2:3:5. If C's share of the profit is ₹1,500, what is the total profit?

✓ 1 **₹3,000**
2 ₹4,500
3 ₹6,000
4 ₹2,000

Q.32 Which of the following straits separates peninsular India from the northernmost region of Sri Lanka?

1 Strait of Hormuz
2 Sunda Strait
3 Malacca Strait
✓ 4 **Palk Strait**

Q.34 Project Cheetah was launched in which year?

✓ 1 **2022**
2 2015
3 2008
4 2026

Q.35 The black soil of the Deccan Plateau, formed from weathered basaltic lava and ideal for growing cotton, is locally known as:

1 Khadar soil
2 Bhangar soil
3 Terai soil
✓ 4 **Regur soil**

Q.36 In the interval separating the Rabi and Kharif crop seasons, a short farming phase is observed in which crops like watermelon, muskmelon and cucumber are grown. Which of the following is the correct name for this season?

1 Baid
2 Kaid
3 Taid
✓ 4 **Zaid**

Q.39 Which software type acts as an intermediary between hardware and user applications?

1 Utility
2 Application
3 Security
✓ 4 **System**

Q.40 The Grand Banks, located off the coast of Newfoundland, are highly productive fishing grounds formed by the convergence of the warm Gulf Stream and which cold ocean current?

1 Humboldt Current
2 Canary Current
3 Benguela Current
✓ 4 **Labrador Current**

Q.42 The National Chambal Sanctuary, also known as the National Chambal Gharial Wildlife Sanctuary, was first declared as a protected area in 1978 in which of the following Indian states?

✓ 1 **Madhya Pradesh**
2 Karnataka
3 Telangana
4 Gujarat

Q.43 In Windows, what is a common file extension for a text document?

1 .mp3
2 .jpg
✓ 3 **.txt**
4 .exe

Q.44 What is the main benefit of using antivirus software as part of an information protection strategy?

✓ 1 **Detects and removes malicious software**
2 Restricts access to files
3 Encrypts data
4 Backs up files

Q.45 The following sentence has been split into four segments. Identify the segment that contains a grammatical error.

A. They reached the site
B. after the river
C. has overflowed during
D. the previous night.

1 They reached the site
2 the previous night.
3 after the river
✓ 4 **has overflowed during**

Q.46 The brain and spinal cord together constitute the _____ nervous system.

1 peripheral
2 autonomic
3 somatic
✓ 4 **central**

Q.47 A customer purchases electronic devices under the following pricing scheme: 6 devices at 100% of the list price per device, 10 devices at 80% of the list price per device, and each additional device at 60% of the list price per device. If the average purchase price per device is 80% of the list price, how many devices did the customer purchase?

1 21 | 2 19 | ✓ 3 **22** | 4 20

Q.48 Identify the segment that contains a grammatical error.
By the time the guests arrived, / she had finish / preparing the dinner / yesterday evening.

1 yesterday evening. | 2 preparing the dinner

✓ 3 **she had finish** | 4 By the time the guests arrived,

Q.49 Complete the sentence with the most contextually appropriate word.
Neither the committee nor the members expressed ___ dissatisfaction overtly, although several concerns were later documented.

1 her | 2 its | ✓ 3 **their** | 4 his

Q.50 Which of the following letter-number clusters will replace the question mark (?) in the given series to make it logically complete?

SQO 71 LJH 67 ECA 63 XVT 59 ?

✓ 1 **QOM 55** | 2 QOM 54 | 3 PON 55 | 4 ROM 56

Q.51 By the 1890s, which three prominent leaders strongly criticized the Moderates for their constitutional "politics of prayers and petitions" and instead emphasized self-reliance (Atmashakti), mass mobilization, and the attainment of Swaraj?

1 Surendranath Banerjee, Anandamohan Bose, and Romesh Chunder Dutt

2 Mahatma Gandhi, Jawaharlal Nehru, and Sardar Vallabhbhai Patel

3 Dadabhai Naoroji, Gopal Krishna Gokhale, and Pherozeshah Mehta

✓ 4 **Bipin Chandra Pal, Bal Gangadhar Tilak, and Lala Lajpat Rai**

Q.52 In an election, there were 15,625 registered voters. 80% of them cast their votes. Of the votes cast, 5% were declared invalid. The winning candidate received 52% of the valid votes. How many votes did the winning candidate receive?

1 6,025 | ✓ 2 **6,175** | 3 6,105 | 4 6,125

Q.53 In which district of Uttar Pradesh is the Mohiuddinpur sugar mill of the Uttar Pradesh State Sugar Corporation Limited located?

✓ 1 **Meerut**
2 Kanpur
3 Bhadohi
4 Moradabad

Q.54 On the Internet, real-time text-based communication between two or more users is commonly done using _____, where messages appear instantly on both screens.

✓ 1 **Instant Messaging**
2 File Downloading
3 Discussion Forum
4 Web Browsing

Q.55 Which feature in MS PowerPoint lets you preview how a new template will affect your slides before applying it?

1 Transition Preview
2 Slide Sorter
✓ 3 **Live Preview**
4 Master View

Q.56 Which action by Gandhi in 1930 transformed opposition to the salt tax into a major national campaign?

1 Formation of the Indian National Army
2 Refusal to attend the Round Table Conferences
✓ 3 **Leading the march from Sabarmati Ashram to Dandi**
4 Establishment of the All-India Trade Union Congress

Q.60 During the development of computers, which feature is most associated with third-generation machines in terms of their construction and user interface?

1 The adoption of transistors and magnetic drum memory for faster processing.
2 The implementation of cloud computing and touchscreen displays for enhanced access.
3 The use of vacuum tubes and programming with binary code for direct communication.
✓ 4 **The introduction of integrated circuits and the use of operating systems for better interaction.**

Q.61 Which of the following scenarios best demonstrates the use of computers in decision-making within the healthcare sector?

1. A medical office stores scanned patient reports in an electronic archive for future reference.
2. A billing department automates invoice generation and payment tracking using computer software.
3. ✓ **A hospital analyzes patient data to predict disease outbreaks and allocate resources efficiently.**
4. A clinic uses computers to schedule patient appointments and send reminders.

Q.62 According to the Census of India 2011, which of the following States recorded the highest sex ratio, with 1,084 females per 1,000 males?

1. Tamil Nadu
2. ✓ **Kerala**
3. Goa
4. Andhra Pradesh

Q.63 Select the most appropriate SYNONYM of the highlighted word.
He was **reluctant** to accept the new proposal.

1. ✓ **unwilling**
2. prepared
3. eager
4. certain

Q.64 Select the correct sentence from the following options that transforms the given sentence to Direct Speech.

He said that he was going to the market.

1. He said, "I was going to the market."
2. He said, "He is going to the market."
3. ✓ **He said, "I am going to the market."**
4. He said, "He was going to the market."

Q.66 Select the option that expresses the given sentence in active voice
The homework will be completed by the students.

1. The students are completing the homework.
2. The students completed the homework.
3. ✓ **The students will complete the homework.**
4. The students have completed the homework.

Q.68 What does the idiom "Jump on the bandwagon" mean?

1. To lead a group of people into success
2. ✓ **To join others in doing something popular**
3. To take a shortcut to success
4. To travel quickly to a new place

Q.69 What is the primary purpose of the Windows taskbar?

1. To manage printer settings
2. ✓ **To provide quick access to applications and system notifications**
3. To display internet speed
4. To clean the system memory

Q.70 Which keyboard shortcut starts a presentation from the beginning in MS PowerPoint?

1. F8
2. F2
3. ✓ **F5**
4. F9

Q.72 Choose the option which best replaces the underlined phrase in the given sentence.
The committee rejected the proposal because it was too vague and open to multiple interpretations.

1. explicit
2. ✓ **ambiguous**
3. lucid
4. ambivalent

Q.73 Fill in the blanks with the most appropriate options.
The scientist proposed ___ hypothesis supported by ___ empirical observation collected over several years of fieldwork.

1. an, an
2. ✓ **a, an**
3. a, a
4. an, a

Q.74 Which of the following post-Mauryan dynasties ruling over parts of western India and the Deccan is noted in epigraphic records for practicing kin-group endogamy, with royal women continuing to retain their father's *gotra* even after marriage rather than adopting that of their husbands?

1. Vakatakas
2. Kushanas
3. Sungas
4. ✓ **Satavahanas**

Q.75 Rearrange the following jumbled sections to form a meaningful sentence.

A: was completed
B: before the deadline
C: the group project
D: with everyone's effort
E: successfully

✓ 1 **CAEBD** | 2 BACDE | 3 DCEAB | 4 ACDBE

Q.76 Which of the following Union Ministries is responsible for compiling and releasing the headline All-India Consumer Price Index (CPI) with updated base revisions derived from the Household Consumption Expenditure Survey?

1 Ministry of Commerce and Industry
2 Ministry of Finance
3 Ministry of Labour and Employment
✓ 4 **Ministry of Statistics and Programme Implementation**

Q.77 Which of the following Mughal nobles founded the autonomous princely state of Hyderabad and established the Asaf Jahi dynasty, ruling the Deccan from 1724 to 1748?

1 Zulfiqar Khan | 2 Murshid Quli Khan
✓ 3 **Nizam-ul-Mulk Asaf Jah I** | 4 Saadat Khan Burhan-ul-Mulk

Q.78 People travelling in a vehicle, ship, or aircraft are collectively know as:

1 scavengers | ✓ 2 **passengers** | 3 pedestrians | 4 pedlars

Q.79 A researcher examining the development of medieval Hindi literature wants to study a major devotional composition written in Awadhi that narrates the life of Rama. Which literary work best suits this research objective?

1 Sursagar | ✓ 2 **Ramcharitmanas**
3 Bijak | 4 Padmavat

Q.80 On 5 September 2026, the Indian Space Research Organisation (ISRO) successfully conducted a hot test of the Power Head Test Article (PHTA) at full thrust level for which of the following types of engines?

✓ 1 **Semicryogenic Engine** | 2 Cryogenic Engine
3 Solid Rocket Motor | 4 Hypergolic Liquid Engine

Q.81 F, G, H, I, J, and K live on six different floors of the same building. The lowermost floor in the building is numbered 1, the floor above it, number 2 and so on till the topmost floor, which is numbered 6. I lives on an even floor and immediately above H. Only three people live between I and K. G lives on an even floor and immediately above J. On which floor does J live?

1 Floor number 2
2 Floor number 5
3 Floor number 4
✓ 4 **Floor number 3**

Q.82 A security engineer uses different encryption tools at multiple stages of data transmission across a network system. What does this indicate about the use of encryption tools?

✓ 1 **Encryption tools can be applied at various layers of the network**
2 Encryption tools work only at a single stage of communication
3 Encryption tools are used only after data reaches the destination
4 Encryption tools are required only before transmission

Q.83 As per the Quarterly Booklet on Coal & Lignite Sector (1st Quarter 2025-26) by Ministry of Coal, which of the following Indian states is the largest producer of coal in FY 2024?

1 Jharkhand
2 West Bengal
✓ 3 **Odisha**
4 Chhattisgarh

Q.84 Fill in the blank with a suitable word.

My wallet _____ in a crowded bus.

1 stole
2 has steal
3 is stole
✓ 4 **was stolen**

Q.85 What is the formula unit mass of sodium chloride (NaCl)?

1 36.5 u
2 23.0 u
✓ 3 **58.5 u**
4 46.5 u

Q.86 Choose the option that correctly completes the sentence below.
He is interested ___ learning French.

1 to
✓ 2 **in**
3 for
4 on

Q.87 Which of the following functions is mainly controlled by the cerebellum in the human brain?

✓ 1 **Maintenance of posture and balance**
2 Integration of visual sensations
3 Regulation of body temperature
4 Control of involuntary salivation

Q.88 Read the following sentence and identify which segment contains an error:
She go / to school / every morning / with her friends.

1 with her friends.
2 to school
✓ 3 **She go**
4 every morning

Q.89 A sum of money is invested at 20% per annum, compounded annually. The interest earned in the second year exceeds the interest of the first year by ₹1,480. If the total amount at the end of 2 years is reinvested for 1 more year at 18% per annum, compounded annually, what is the final amount after 3 years?

1 ₹63,860.40
2 ₹61,340.40
3 ₹65,720.40
✓ 4 **₹62,870.40**

Q.90 Select the most appropriate SYNONYM of the highlighted word.
The policy had a **profound** impact on society.

1 unimportant
2 shallow
3 temporary
✓ 4 **deep**

Q.91 According to the passage, what is the direct consequence of the 'take-make-dispose' system?

✓ 1 **It drains our vital natural resources.**
2 It encourages the recycling of products.
3 It forces companies to lower pollution.
4 It keeps all industrial materials usable.

Q.92 What can be logically inferred regarding why changing to the circular economy is difficult for companies?

1 It destroys their traditional manufacturing supply chains.
2 It bankrupts all highly successful global industries.
3 It prevents them from producing consumer goods.
✓ 4 **It imposes significant initial financial burdens on them.**

Q.93 Choose the word that is most nearly OPPOSITE in meaning to the word "eliminating" as used in the passage.

1 Stagnating
2 Picturing
✓ 3 **Producing**
4 Destroying

Q.94 Which of the following would serve as the most appropriate title for this passage?

1 The Unstoppable Rise of Cheap Commodities
2 The Destruction of the Natural Environment
3 The Drainage of Vital Natural Earth Resources
✓ 4 **The Shift Towards a Circular Economic Model**

Q.95 Which pair of words best describes the author's overall tone in the provided passage?

✓ 1 **Logical and hopeful**

2 Apathetic and detached

3 Sorrowful and miserable

4 Furious and vindictive

Q.96 Select the most appropriate option to fill in blank 1

1 beyond

✓ 2 **across**

3 about

4 beside

Q.97 Select the most appropriate option to fill in the blank 2

✓ 1 **process**

2 distance

3 path

4 destination

Q.98 Select the most appropriate option to fill in the blank 3

1 furtively

2 occasionally

3 gradually

✓ 4 **constantly**

Q.99 Select the most appropriate option to fill in the blank 4

1 generosity

2 equity

✓ 3 **responsibility**

4 identity

Q.100 Select the most appropriate option to fill in the blank 5

✓ 1 **addicted**

2 confiscated

3 substituted

4 frustated