

**GOVERNMENT OF MIZORAM
SPORTS & YOUTH SERVICES
DEPARTMENT**

**COMPETITIVE EXAMINATION FOR RECRUITMENT TO
THE POST OF LOWER DIVISION CLERK (PE)
(MAY-2026)**

**PAPER-II
(COMPUTER KNOWLEDGE, SIMPLE ARITHMETIC,
GENERAL INTELLIGENCE & REASONING)**

Full Marks : 200
Time Allowed : 3 Hours

Signature of Invigilator _____

CODE :

(For official use)

SUBJECT	MARK CARRIED BY EACH QUESTION / TOPIC	NO. OF CORRECT ANSWERS	MARKS OBTAINED
Computer Knowledge	2		
Simple Arithmetic	2		
General Intelligence & Reasoning	2		
TOTAL			

Signature of Examiner : _____

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All questions carry equal mark of 2 each. Attempt all questions.

Put a tick (✓) mark against the correct answer in the space given in each question.

Notes regarding Negative Marking :

- (i) *There will be penalty (negative marking) for every wrong answer given by a candidate in the MCQ type questions.*
 - (ii) *For each question for which a wrong answer has been given by the candidate, one-third of the marks assigned to that question will be deducted as penalty.*
 - (iii) *If a candidate gives more than one answer to one question, it will be treated as wrong answer even if one of the given answers happens to be correct and there will be same penalty as above for that question.*
 - (iv) *If any questions is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.*
-

COMPUTER KNOWLEDGE (100 MARKS)

1. The evolution of computers refers to:
 - (a) development of software only ()
 - (b) **improvement in computer hardware and technology over time** ()
 - (c) invention of programming languages ()
 - (d) growth of the internet ()
2. Which sequence correctly represents the basic operation of a computer system?
 - (a) output → process → input ()
 - (b) input → output → storage ()
 - (c) **input → process → output** ()
 - (d) storage → input → process ()
3. Registers are:
 - (a) secondary storage devices ()
 - (b) **small, high-speed storage locations inside the CPU** ()
 - (c) input units ()
 - (d) output units ()
4. Cache memory is used to:
 - (a) store backup files ()
 - (b) **increase processing speed by reducing access time** ()
 - (c) replace main memory ()
 - (d) store permanent data ()
5. Near-line storage is best described as storage that:
 - (a) is always directly accessible by the CPU ()
 - (b) requires human intervention to access ()
 - (c) **is not immediately accessible but can be made available automatically** ()
 - (d) is used only for temporary data ()

6. Which device is used to read data directly from printed marks or characters?
- (a) plotter ()
 - (b) optical character reader** ()
 - (c) voice response system ()
 - (d) monitor ()
7. Which statement correctly describes the relationship between hardware and software?
- (a) hardware can work without software ()
 - (b) software can work without hardware ()
 - (c) both hardware and software are interdependent** ()
 - (d) hardware controls software completely ()
8. Which category of software acts as an interface between the user and the hardware?
- (a) application software ()
 - (b) utility software ()
 - (c) system software** ()
 - (d) firmware ()
9. Smartphones are categorized as:
- (a) supercomputers ()
 - (b) workstations ()
 - (c) personal computers ()
 - (d) handheld computers** ()
10. Intellectual Property Rights (IPR) are important because they:
- (a) protect creators' rights over their original works and inventions** ()
 - (b) allow free copying of software ()
 - (c) control internet speed ()
 - (d) regulate computer hardware prices ()
11. Memory management in an operating system involves:
- (a) storing data permanently ()
 - (b) allocating and deallocating main memory to programs** ()
 - (c) editing files ()
 - (d) printing documents ()
12. Which of the following is a built-in security feature available in Windows 7 & above?
- (a) disk defragmenter ()
 - (b) notepad ()
 - (c) paint ()
 - (d) windows defender** ()
13. Which element of a window contains the minimize, maximize, and close buttons?
- (a) menu bar ()
 - (b) status bar ()
 - (c) title bar** ()
 - (d) scroll bar ()

14. Which key combination is used to select all files and folders in a window?
- (a) **ctrl + a** ()
 - (b) ctrl + v ()
 - (c) ctrl + c ()
 - (d) ctrl + s ()
15. Which of the following characters is not allowed in a Windows file name?
- (a) underscore ()
 - (b) hyphen ()
 - (c) **asterisk (*)** ()
 - (d) digits (0–9) ()
16. Using the “search” option in the start menu, a user can find:
- (a) only programs ()
 - (b) only folders ()
 - (c) **files, folders, and programs on the computer** ()
 - (d) hardware drivers only ()
17. A shortcut icon on the desktop is usually identified by:
- (a) a different color ()
 - (b) **a small arrow on the icon** ()
 - (c) a blinking border ()
 - (d) a larger size than normal icons ()
18. Which Windows accessory allows users to create and edit simple drawings and images?
- (a) **paint** ()
 - (b) notepad ()
 - (c) wordpad ()
 - (d) entertainment ()
19. To create a new document in a word processor, the standard command used is:
- (a) file → open ()
 - (b) **file → new** ()
 - (c) file → print ()
 - (d) file → exit ()
20. To increase the size of text in a word document, you use the:
- (a) alignment tool ()
 - (b) **font size option** ()
 - (c) page margin ()
 - (d) header tool ()
21. Paragraph formatting includes:
- (a) font type only ()
 - (b) margins and page size ()
 - (c) **alignment, indentation, and spacing** ()
 - (d) spelling correction ()

22. Headers and footers in word document are useful because they:
- (a) reduce file size ()
 - (b) appear only on the first page ()
 - (c) **repeat important information on every page** ()
 - (d) change paragraph spacing ()
23. AutoCorrect is especially useful for:
- (a) **reducing repetitive typing and spelling errors** ()
 - (b) correcting grammar rules manually ()
 - (c) designing page layouts ()
 - (d) inserting images into documents ()
24. Readability statistics help the user to:
- (a) calculate document size ()
 - (b) **determine how easy or difficult the text is to read** ()
 - (c) find repeated words ()
 - (d) format the document ()
25. Replacing occurrences of text means:
- (a) **substituting a word or phrase throughout the document** ()
 - (b) changing the page layout ()
 - (c) deleting the document ()
 - (d) saving the document ()
26. The format painter tool is used to:
- (a) copy text from one document to another ()
 - (b) **copy formatting from one place and apply it to another** ()
 - (c) paint shapes and images ()
 - (d) change page layout ()
27. Superscript formatting is used to display text:
- (a) below the baseline of normal text ()
 - (b) in italic style ()
 - (c) in bold style ()
 - (d) **above the baseline of normal text** ()
28. WordArt is mainly used to:
- (a) insert tables ()
 - (b) insert symbols ()
 - (c) check grammar ()
 - (d) **create decorative or stylized text** ()
29. Using Table AutoFormat helps to:
- (a) increase typing speed ()
 - (b) **apply consistent design quickly to a table** ()
 - (c) remove table data ()
 - (d) change document margins ()

30. The data source in Mail Merge usually contains:
- (a) formatting styles only ()
 - (b) text of the main document ()
 - (c) **variable information such as names and addresses** ()
 - (d) images and graphics ()
31. In Excel, a worksheet is defined as:
- (a) **a single page containing rows and columns** ()
 - (b) the entire Excel application ()
 - (c) a storage device ()
 - (d) a formula editor ()
32. A workbook in Excel is best described as:
- (a) a single worksheet ()
 - (b) a chart only ()
 - (c) **a collection of one or more worksheets** ()
 - (d) a formula editor ()
33. Mixed referencing is useful when:
- (a) **copying formulas where only the row or column should remain fixed** ()
 - (b) entering text in a cell ()
 - (c) formatting worksheets ()
 - (d) printing worksheets ()
34. Which option allows you to preview the worksheet before printing?
- (a) print layout ()
 - (b) **print preview** ()
 - (c) page setup ()
 - (d) zoom ()
35. To print only a selected portion of a worksheet, you should:
- (a) hide other cells ()
 - (b) **set the print area** ()
 - (c) copy data to a new sheet ()
 - (d) change font color ()
36. The formula =IF(A1>=40,"Yes","No") will display "Yes" when:
- (a) **the value in A1 is equal to or greater than 40** ()
 - (b) the value in A1 is less than 40 ()
 - (c) the cell A1 is empty ()
 - (d) the formula contains text ()
37. A two-variable data table allows:
- (a) changing only one input value ()
 - (b) **testing two different input values for a single formula** ()
 - (c) editing worksheet size ()
 - (d) changing page layout ()

38. When the data in a worksheet is changed, the chart will:
- (a) remain unchanged ()
 - (b) require reinstallation ()
 - (c) be deleted ()
 - (d) **update automatically to reflect the new data** ()
39. Slide layouts are used to:
- (a) apply animation effects ()
 - (b) **arrange text and objects on a slide** ()
 - (c) print slides ()
 - (d) change file format ()
40. The normal view in PowerPoint is mainly used for:
- (a) presenting slides to an audience ()
 - (b) **editing slide content** ()
 - (c) printing handouts ()
 - (d) rearranging slides only ()
41. Which action will permanently remove a slide from a presentation?
- (a) minimizing the slide ()
 - (b) hiding the slide ()
 - (c) **selecting the slide and pressing delete** ()
 - (d) changing the slide layout ()
42. Animations in a presentation are used to:
- (a) move between slides ()
 - (b) **apply motion effects to text or objects on a slide** ()
 - (c) print slides ()
 - (d) change slide size ()
43. The rehearse timings feature is used to:
- (a) **record the time spent on each slide** ()
 - (b) add speaker notes ()
 - (c) apply themes ()
 - (d) insert audio files ()
44. Cyber crime is defined as:
- (a) crimes committed without computers ()
 - (b) crimes involving only hardware theft ()
 - (c) **crimes committed using computers or the internet** ()
 - (d) system maintenance activities ()
45. Which of the following is an effective method to prevent cyber crime?
- (a) sharing passwords openly ()
 - (b) clicking unknown links ()
 - (c) **using strong passwords and updated security software** ()
 - (d) ignoring software updates ()

46. A search engine is used to:
- (a) design web pages ()
 - (b) **locate information on the internet using keywords** ()
 - (c) send emails ()
 - (d) protect computers from viruses ()
47. Search engines display results on a page known as:
- (a) home page ()
 - (b) web index ()
 - (c) **search engine results page (SERP)** ()
 - (d) browser window ()
48. E-mail encryption is used to:
- (a) speed up message delivery ()
 - (b) hide advertisements ()
 - (c) **protect the confidentiality of e-mail content** ()
 - (d) format messages ()
49. The address book in an e-mail system is used to:
- (a) **manage contact details of recipients** ()
 - (b) store website links ()
 - (c) filter spam messages ()
 - (d) encrypt messages ()
50. Which field is used to send a hidden copy of an e-mail to a recipient?
- (a) to ()
 - (b) cc ()
 - (c) **bcc** ()
 - (d) subject ()

SIMPLE ARITHMETIC (50 MARKS)

51. What amount is 10% more than Rs.90?
- (a) **Rs.99** ()
 - (b) Rs.100 ()
 - (c) Rs.101 ()
 - (d) Rs.121 ()
52. If Liana's salary is 20% less than that of Kunga, then how much per cent is Kunga's salary more than Liana's salary?
- (a) **25%** ()
 - (b) 26% ()
 - (c) 26.5% ()
 - (d) 27.5% ()

53. If $225 + 15 + x \times 11 = 136$, then the value of x is:

- (a) 11 ()
- (b) 11.5 ()
- (c) 12 ()
- (d) 12.5 ()

54. In an examination, X scored 10% more than Y and Y scored 5% more than Z. If Z scored 300 marks out of 400, then X's mark is:

- (a) 300 ()
- (b) 320 ()
- (c) 360 ()
- (d) 380 ()

55. If the price of tea is increased by 50%, by what per cent must a housewife reduce consumption, so as not to increase the expenditure of the family on tea ?

- (a) $33\frac{1}{3}\%$ ()
- (b) $44\frac{1}{4}$ ()
- (c) 55% ()
- (d) $55\frac{1}{5}\%$ ()

56. Kunga borrowed a certain sum of money at 12% per annum, compounded annually. He paid back in two equal annual instalments of Rs.784 each. What sum did he borrow?

- (a) Rs. 1235 ()
- (b) Rs. 1325 ()
- (c) Rs. 1532 ()
- (d) Rs. 1523 ()

57. Kunga borrowed Rs.400 at 5% p.a.simple interest. On the same day he lent it to Siama at the same rate but compounded annually. What does he gain at the end of 2 years ?

- (a) Rs.1 ()
- (b) Rs.4 ()
- (c) Rs.10 ()
- (d) Rs.14 ()

58. What will be the simple interest for 1 year and 3 months on a sum of Rs.x at the rate of 16% p.a.?

- (a) Rs. $\frac{4x}{5}$ ()
- (b) Rs. $\frac{x}{5}$ ()
- (c) Rs. $\frac{4x}{3}$ ()
- (d) Rs. $\frac{x}{3}$ ()

59. A 5 m 60 cm high vertical pole casts a shadow of 3 m 20 cm. Find the length of the shadow cast by another pole 10 m 50 cm high at the same time.

- (a) 8 m ()
- (b) 7 m ()
- (c) **6 m** ()
- (d) 5 m ()

60. If $a : b = 1 : 2$ and $b : c = 4 : 5$, then, $a : b : c$ is equal to:

- (a) 2 : 3 : 5 ()
- (b) 5 : 3 : 2 ()
- (c) **2 : 4 : 5** ()
- (d) 5 : 4 : 2 ()

61. Rs. 1050 is divided among A, B and C such that the share of B is $\frac{2}{5}$ of the combined share of A and C. Then, B gets:

- (a) Rs. 200 ()
- (b) **Rs.300** ()
- (c) Rs.500 ()
- (d) Rs.550 ()

62. A and B enter into partnership investing Rs.2000 and Rs.6000 respectively. After 8 months, C joins them with a capital of Rs.5000. The share of B in a profit of Rs. 8500 after 2 years will be

- (a) Rs. 3000 ()
- (b) Rs. 3500 ()
- (c) **Rs. 4500** ()
- (d) Rs. 4800 ()

63. The average of three numbers is 35. The first is twice the second and the second is twice the third. The difference between the largest and the smallest number is:

- (a) **45** ()
- (b) 42 ()
- (c) 40 ()
- (d) 32 ()

64. The average weight of 8 persons is increased by 2.5 kg when one of them whose weight is 60 kg is replaced by a new man. The weight of the new man is:

- (a) 65 kg ()
- (b) **70 kg** ()
- (c) 72 kg ()
- (d) 88 kg ()

65. A book is priced at Rs.150. If the dealer allows 8% discount, then the net price of the book is:

- (a) Rs. 95 ()
- (b) **Rs.138** ()
- (c) Rs. 162 ()
- (d) Rs. 167.50 ()

66. A dishonest dealer professes to sell his goods at cost price but he uses a weight of 900 gram for 1 kilogram. Then his gain per cent is
- (a) $9\frac{1}{11}\%$ ()
- (b) $11\frac{1}{9}\%$ ()
- (c) 10% ()
- (d) $10\frac{1}{11}\%$ ()
67. If x% of A is equal to y% of B, then z% of A is equal to what per cent of B?
- (a) $\left(\frac{x \times y}{z}\right)\%$ ()
- (b) $\left(\frac{x \times z}{y}\right)\%$ ()
- (c) $\left(\frac{y \times z}{x}\right)\%$ ()
- (d) $(x \times y \times z)\%$ ()
68. If Rina's salary is 20% less than that of Rema, then how much percent is Rema's salary more than Rina's?
- (a) 15 % ()
- (b) 20% ()
- (c) **25%** ()
- (d) 30% ()
69. The total cost of 12 pens and 5 pencils is Rs.111. Also, the cost of 1 pencil is Rs.5 less than the cost of 1 pen. What will be the cost of 5 pens ?
- (a) Rs.10 ()
- (b) Rs.20 ()
- (c) **Rs.40** ()
- (d) Rs.45 ()
70. A fruit seller bought a basket of 200 oranges at the rate of 2 for a rupee. On opening the basket he found that 10% of the oranges were bad. He sold the remaining at 3 for Rs.2. Find the gain percent.
- (a) 18% ()
- (b) 19% ()
- (c) **20%** ()
- (d) 21% ()
71. A, B and C together earn Rs.150 per day while A and C together earn Rs.94 and B and C together earn Rs.76. The daily earning of C is:
- (a) **Rs. 20** ()
- (b) Rs. 22 ()
- (c) Rs. 25 ()
- (d) Rs. 30 ()

72. 12 men or 18 women can reap a field in 14 days. The number of days that 8 men and 16 women will take to reap it, is:
- (a) 1 day ()
(b) **9 days** ()
(c) 10 days ()
(d) 15 days ()
73. A cistern is normally filled in 8 hours but takes two hours longer to fill because of a leak in its bottom. If the cistern is full, the leak will empty it in:
- (a) 35 hours ()
(b) 38 hours ()
(c) **40 hours** ()
(d) 41 hours ()
74. An invoice of Rs.2500 has the following terms :
- cash4, $\frac{2}{10}$, $\frac{1}{20}$, $\frac{n}{30}$.
- Find the discount if the payment is made on the 4th day.
- (a) Rs.50 ()
(b) Rs.60 ()
(c) **Rs.100** ()
(d) Rs.300 ()
75. A dealer marks his goods 20% above the cost price. He then allows some discount on it and makes a profit of 8%. Then the rate of discount is:
- (a) 5% ()
(b) 7% ()
(c) 8% ()
(d) **10%** ()

GENERAL INTELLIGENCE & REASONING (50 MARKS)

76. Atom is related to Molecule, in the same way as Cell is related to:
- (a) Battery ()
(b) Nucleus ()
(c) Matter ()
(d) **Organism** ()
77. AHOP : CKSU :: BJMR :: ?
- (a) CKNS ()
(b) ABCD ()
(c) **DMQW** ()
(d) SPLD ()

78. Find the odd one that does not belong to the group.

- (a) **Flower** ()
- (b) Branch ()
- (c) Roots ()
- (d) Stem ()

79. In the following question, a word has been given, followed by four other words, one of which cannot be formed by using the letters from the given word. Find that word PORTFOLIO.

- (a) RIFT ()
- (b) ROOF ()
- (c) FORT ()
- (d) **PORTICO** ()

80. What is the first letter of the word which is formed by rearranging the following letters?
KOCPEAC

- (a) O ()
- (b) K ()
- (c) **P** ()
- (d) L ()

81. If GOODNESS is coded as HNPCODTR, then how GREATNESS can be written in that code ?

- (a) HQZSMFRT ()
- (b) **HQTZUMFRT** ()
- (c) HQZURFTSZ ()
- (d) HQUZSRTMF ()

82. Find the value of x from the following pattern :

3, 9, 6, 36, 30, 270, x

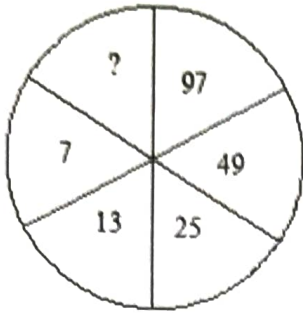
- (a) 250 ()
- (b) **261** ()
- (c) 235 ()
- (d) 300 ()

83. Choose the missing terms(?)

LT, MS, NR, OQ, ?

- (a) **PP** ()
- (b) PQ ()
- (c) OR ()
- (d) PS ()

84. Find the missing number.



- (a) 3 ()
 (b) 4 ()
 (c) 127 ()
 (d) 157 ()

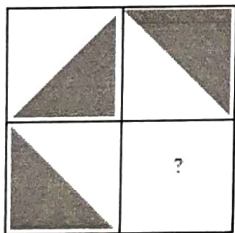
85. Find the missing character.

D	M	B
F	P	F
H	S	?

- (a) J ()
 (b) K ()
 (c) L ()
 (d) M. ()

86. Which of the given answer figure will complete the pattern of question figure?

Question figure



Answer figure



A



B



C

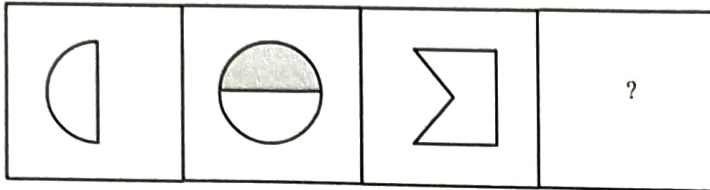


D

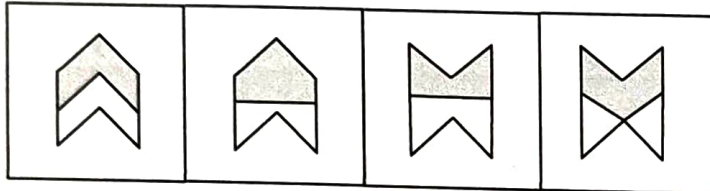
- (a) A ()
 (b) B ()
 (c) C ()
 (d) D ()

87. In the following, the problem set consists of three figures with a blank space marked as? while the answer set consists of four figures. Identify the alternate figures given in answer set which would be the best suited in place of question mark to continue the series.

Problem figures



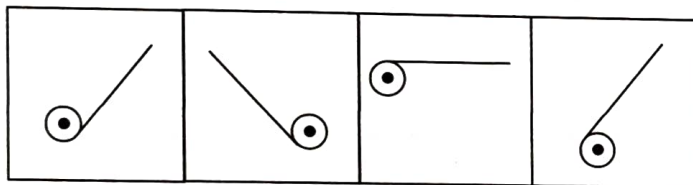
Answer figures



A B C D

- (a) A ()
 (b) B ()
 (c) C ()
 (d) D ()

88. In the following, three out of four figures are similar in some way while there is one figure which does not possess that common feature. Find the odd one out.



A B C D

- (a) A ()
 (b) B ()
 (c) C ()
 (d) D ()

89. In a class of 43 students, a boy is ranked 19th. When two boys joined, his ranked was dropped by one. What is his new rank from the end?

- (a) 23th ()
 (b) 24th ()
 (c) 25th ()
 (d) 26th ()

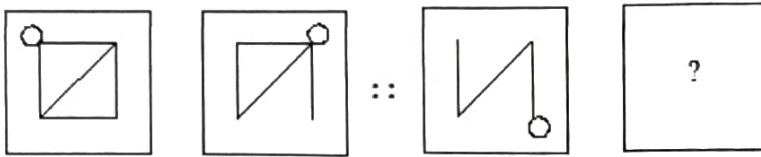
90. Muana is taller than Siama but shorter than Rama. Rama is taller than Rina but shorter than Kunga. If Siama is taller than Rina. Then, who is the second shortest among all?

- (a) Rama ()
 (b) Siama ()
 (c) Rina ()
 (d) Muana ()

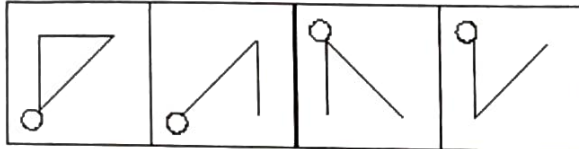
91. Q's mother is sister of P and daughter of M. S is the daughter of P and sister of T. How is M related to T?
- (a) Father ()
- (b) Mother ()
- (c) Cousin ()
- (d) **Maternal grandfather or grandmother** ()
92. If 'a' represents $\div$, b represents +, 'c' represents $-$ and 'd' represents $\times$, then $24 \text{ a } 6 \text{ d } 4 \text{ b } 9 \text{ c } 8 = ?$
- (a) 20 ()
- (b) 19 ()
- (c) 18 ()
- (d) **17** ()
93. A man travels 6 km due North, then travels 5 km due east and further travels 6 km due North. How far is he from the starting point ?
- (a) 9 km ()
- (b) 11 km ()
- (c) **13 km** ()
- (d) 15 km ()
94. A person walks towards his house at 7:45 am and observes his shadow to his right. In which direction is he walking ?
- (a) **South** ()
- (b) North ()
- (c) West ()
- (d) East ()
95. How many times from 4 pm to 10 pm, the hands of a clock are at right angle?
- (a) 9 ()
- (b) **11** ()
- (c) 13 ()
- (d) 15 ()
96. 15 years old Siama is three times as old as his brother Vana. How old will Siama be when he is twice as old as Vana ?
- (a) **20 years** ()
- (b) 22 years ()
- (c) 25 years ()
- (d) 29 years ()
97. There were a total of 10 bicycles and tricycles. If the total number of wheels was 26, how many bicycles were there?
- (a) **4** ()
- (b) 8 ()
- (c) 6 ()
- (d) 5 ()

98. In the given figures, the second in the first part of the problem figure bears certain relationship to the first figure. Similarly, one of the figures of answer figures bears the same relationship to the first figure of the second part. Select a figure from the set of answer figures which would replace the question mark(?)

Problem figures



Answer figures



A

B

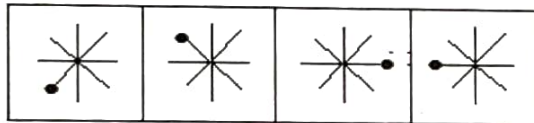
C

D

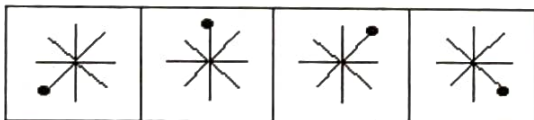
- (a) A ()
 (b) B ()
 (c) C ()
 (d) D ()

99. In the question given below, which one from the four answer figures should come at the right of the problem figures to complete the series logically -

Problem figures



Answer figures



A

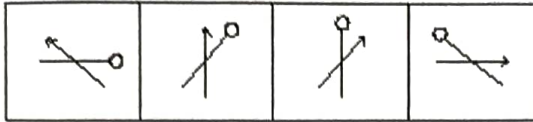
B

C

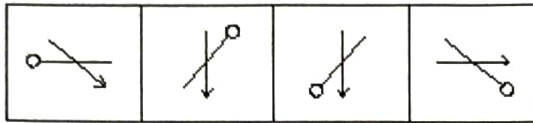
D

- (a) A ()
 (b) B ()
 (c) C ()
 (d) D ()

100. Select correct answer figure which will continue the series as established by the problem figures.



Answer figures



A

B

C

D

(a) A

()

(b) **B**

()

(c) C

()

(d) D

()

* * * * *