

**GOVERNMENT OF MIZORAM
PRISONS, HOME DEPARTMENT**

**COMPETITIVE EXAMINATION FOR RECRUITMENT TO
THE POST OF LOWER DIVISION CLERK(PE)
(AUGUST-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	NO. OF WRONG ANSWERS	MARKS OBTAINED
Computer Knowledge	2			
Simple Arithmetic	2			
General Intelligence & Reasoning	2			
TOTAL				

Signature of Examiner : _____

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All questions carry 2 marks.

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

Notes :

Negative Marking :

- (i) *There will be a 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 the same penalty as above for that question.*
- (iv) *If any question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.*

Computer Knowledge: *The candidates who fail to obtain 50% of the total marks in Computer Knowledge shall be declared unqualified to appear for skill test and personal interview.*

COMPUTER KNOWLEDGE (100 MARKS)

1. Second generation computers are based on which technology?
 - (a) Vacuum Tubes ()
 - (b) Transistors** ()
 - (c) Artificial Intelligence ()
 - (d) VLSI ()
2. What is the primary function of the control unit (CU)?
 - (a) Perform arithmetic and logic operations ()
 - (b) Manage data flow in the system ()
 - (c) Control the execution of instructions** ()
 - (d) Manage memory storage ()
3. What is the primary purpose of a cache memory?
 - (a) Store large amounts of data ()
 - (b) Store frequently accessed data to speed up processing** ()
 - (c) Store programs ()
 - (d) Store permanent data ()
4. Which of the following components is responsible for storing data temporarily during processing?
 - (a) Hard drive ()
 - (b) RAM** ()
 - (c) CPU ()
 - (d) ROM ()

5. What is the process of copying data from RAM to secondary storage called?
- (a) **Swapping** ()
 - (b) Reading ()
 - (c) Partitioning ()
 - (d) Formatting ()
6. Which device converts human-understandable data and programs into a form that computers can understand and process?
- (a) Output ()
 - (b) Monitor ()
 - (c) **Input** ()
 - (d) Printer ()
7. Which of the following is not a type of software?
- (a) System software ()
 - (b) Application software ()
 - (c) Utility software ()
 - (d) **Driver software** ()
8. Bug in computing means:
- (a) Malware ()
 - (b) Compile-time errors in the program ()
 - (c) **Logical errors in the program** ()
 - (d) Virus ()
9. Which computer works on data in 0's and 1's?
- (a) **Digital computer** ()
 - (b) Quantum computer ()
 - (c) Physical computer ()
 - (d) Analog computer ()
10. The Information Technology (IT) Act in India was introduced and passed in which year?
- (a) **2000** ()
 - (b) 2001 ()
 - (c) 1999 ()
 - (d) 2002 ()
11. What is the name of the operating system that reads and reacts in terms of actual time?
- (a) Batch System ()
 - (b) Quick Response System ()
 - (c) **Real Time Operating System** ()
 - (d) Time Sharing System ()
12. What is Windows Explorer?
- (a) Personal Computer ()
 - (b) **File Manager** ()
 - (c) Drive ()
 - (d) Network ()

13. Which of the following is an example of a system software?
- (a) MS Word 2007 ()
 - (b) MS PowerPoint 2007 ()
 - (c) **Windows** ()
 - (d) Microsoft Outlook ()
14. Which special character represents user's home directory?
- (a) / ()
 - (b) \ ()
 - (c) > ()
 - (d) ~ ()
15. Which of the following is a Web Browser?
- (a) Atari ()
 - (b) Web Sury ()
 - (c) Chrono ()
 - (d) **Safari** ()
16. Which version of Windows introduced the start menu?
- (a) Windows XP ()
 - (b) Windows 10 ()
 - (c) **Windows 95** ()
 - (d) Windows 7 ()
17. The key that is used to update the active window is:
- (a) **F5** ()
 - (b) F1 ()
 - (c) F8 ()
 - (d) F2 ()
18. Which of the following is not a Windows accessory?
- (a) Notepad ()
 - (b) **Adobe Photoshop** ()
 - (c) Paint ()
 - (d) Snipping tool ()
19. Microsoft Word was officially released in which year?
- (a) 1984 ()
 - (b) 1985 ()
 - (c) 1987 ()
 - (d) **1983** ()
20. In MS Word, to apply center alignment to a paragraph we can press which keys?
- (a) **Ctrl + E** ()
 - (b) Ctrl + C ()
 - (c) Ctrl + T ()
 - (d) Ctrl + W ()

21. In MS Word, to change line height to 1.5 we use which shortcut key?
- (a) Ctrl + 1 ()
 - (b) Ctrl + 2 ()
 - (c) Ctrl + 4 ()
 - (d) **Ctrl + 5** ()
22. What does the “Page Layout” tab allow you to adjust?
- (a) Inserting hyperlinks ()
 - (b) Text color ()
 - (c) Fonts and paragraphs ()
 - (d) **Margins, orientation, and size** ()
23. What feature in MS Word helps you automatically correct common spelling mistakes?
- (a) **AutoCorrect** ()
 - (b) Thesaurus ()
 - (c) Word Count ()
 - (d) Grammar Check ()
24. Using MS Word’s Find and Replace feature, you can perform which of the following functions?
- (a) **Replace both text and formatting** ()
 - (b) Replace text only ()
 - (c) Replace formatting only ()
 - (d) Replace document’s name only ()
25. In MS Word, Bullets and Numbering is in which tab?
- (a) **Home tab** ()
 - (b) Insert tab ()
 - (c) Page Layout tab ()
 - (d) View tab ()
26. In MS Word, which tab contains the ‘symbol’ option?
- (a) Format ()
 - (b) **Insert** ()
 - (c) Table ()
 - (d) Tools ()
27. What does the ‘Format Painter’ do in MS Word?
- (a) Copies Text ()
 - (b) Changes the Font size ()
 - (c) **Copies formatting from one place to another** ()
 - (d) Changes the color only ()
28. Which tab contains option for SmartArt graphics in MS Word?
- (a) Home ()
 - (b) Layout ()
 - (c) **Insert** ()
 - (d) Review ()

29. Which tab is used to apply styles on the table in MS Word?
- (a) **Design** ()
 - (b) Format ()
 - (c) Table Styles ()
 - (d) Table Tools ()
30. What is MS Word Mail Merge?
- (a) **A feature used to create mailing labels, envelopes, and form letters** ()
 - (b) A feature to combine multiple Word documents into one ()
 - (c) A feature that merges different file formats into one ()
 - (d) A feature used to send personalized emails to a group ()
31. Which of the following is not part of a spreadsheet?
- (a) row number ()
 - (b) **column number** ()
 - (c) column letter ()
 - (d) cell address ()
32. What do Excel formulas start with?
- (a) / ()
 - (b) f ()
 - (c) = ()
 - (d) – ()
33. Which symbol is used to lock a cell reference in Excel?
- (a) % ()
 - (b) # ()
 - (c) @ ()
 - (d) \$ ()
34. Which function key allows you to edit the contents of a cell?
- (a) F1 ()
 - (b) **F2** ()
 - (c) F3 ()
 - (d) F4 ()
35. Which mode allows you to replace existing content in a cell with new data?
- (a) Edit Mode ()
 - (b) **Overtyping Mode** ()
 - (c) Ready Mode ()
 - (d) Formula Mode ()
36. Which function is used to calculate the average of a range of cells in Excel?
- (a) SUM() ()
 - (b) **AVERAGE()** ()
 - (c) COUNT() ()
 - (d) MEDIAN() ()

37. Where can you find the Data Table feature in Excel?
- (a) Home Tab ()
 - (b) Insert Tab ()
 - (c) **Data Tab** ()
 - (d) Review Tab ()
38. Which chart type is best for displaying the proportional distribution of data in a circular format (e.g., percentages)?
- (a) Line Chart ()
 - (b) Bar Chart ()
 - (c) **Pie Chart** ()
 - (d) Scatter Chart ()
39. What is the main function of MS PowerPoint?
- (a) Word processing ()
 - (b) **Creating and presenting slideshows** ()
 - (c) Managing databases ()
 - (d) Editing images ()
40. Which view is most suitable for applying transition effects to multiple slides quickly?
- (a) Normal View ()
 - (b) Notes Page View ()
 - (c) Outline View ()
 - (d) **Slide Sorter View** ()
41. How do you change the order of slides in PowerPoint?
- (a) Use the Insert tab to reorder slides ()
 - (b) Use the View tab and select Reorder Slides ()
 - (c) Right-click on the slide and select Move ()
 - (d) **Use the Slide Sorter view to drag and drop slides** ()
42. Special effects used to introduce slides in a presentation are known as:
- (a) **Transitions** ()
 - (b) Effects ()
 - (c) Custom Animations ()
 - (d) Annotations ()
43. Which of the following is not a transition effect?
- (a) Fade ()
 - (b) Wipe ()
 - (c) Zoom ()
 - (d) **Motion Path** ()
44. What is the size of an IP address in IPv6?
- (a) 32 bits ()
 - (b) 64 bits ()
 - (c) **128 bits** ()
 - (d) 265 bits ()

45. Which of the following is defined as an attempt to steal, spy, damage or destroy computer systems, networks, or their associated information?
- (a) **Cyber attack** ()
 - (b) Computer security ()
 - (c) Cryptography ()
 - (d) Digital signature ()
46. What does “FTP” stand for?
- (a) **File Transfer Protocol** ()
 - (b) Fast Transfer Protocol ()
 - (c) File Technical Procedure ()
 - (d) File Transceiver Protocol ()
47. What is soft bounce in e-mail?
- (a) Permanent failure ()
 - (b) **Temporary failure** ()
 - (c) Spam e-mail ()
 - (d) Deleted e-mail ()
48. What does BCC stand for in an e-mail?
- (a) Best Carbon Copy ()
 - (b) **Blind Carbon Copy** ()
 - (c) Blind Commercial Copy ()
 - (d) Basic Carbon Copy ()
49. What is triggered e-mail?
- (a) Manual Campaign ()
 - (b) Server Alert ()
 - (c) **Event-based automated e-mail** ()
 - (d) Spam Filter ()
50. What is throttling in e-mail?
- (a) Speeding e-mail ()
 - (b) Server protection ()
 - (c) **Limiting the send rate** ()
 - (d) Spam scoring ()

SIMPLE ARITHMETIC (50 MARKS)

51. $\sqrt{1.5625} =$
- (a) 1.05 ()
 - (b) **1.25** ()
 - (c) 1.45 ()
 - (d) 1.55 ()

52. If one-third of one-fourth of a number is 15, then three-tenth of that number is:

- (a) 35 ()
- (b) 36 ()
- (c) 45 ()
- (d) **54** ()

53. If $a - b = 5$ and $a^2 + b^2 = 61$, find the value of ab .

- (a) 12 ()
- (b) **18** ()
- (c) 24 ()
- (d) 30 ()

54. A farmer has some ducks and goats. If the total number of heads is 50 and the total number of feet is 148, then the number of ducks is:

- (a) 24 ()
- (b) **26** ()
- (c) 28 ()
- (d) 30 ()

55. Sita took a loan of Rs. 800 with simple interest for as many years as the rate of interest. If she paid Rs. 200 as interest at the end of the loan period, what was the rate of interest?

- (a) 4 ()
- (b) **5** ()
- (c) 6 ()
- (d) 8 ()

56. If $\left(\frac{a}{b}\right)^{x+2} = \left(\frac{b}{a}\right)^{2x-1}$, then the value of x is:

- (a) $\frac{1}{3}$ ()
- (b) $-\frac{1}{3}$ ()
- (c) 1 ()
- (d) -1 ()

57. The value of $(10)^{132} \div (10)^{128}$ is:

- (a) 100 ()
- (b) 1000 ()
- (c) **10000** ()
- (d) 100000 ()

58. If 20% of $a = b$, then $b\%$ of 20 is the same as:

- (a) **4% of a** ()
- (b) 5% of a ()
- (c) 20% of a ()
- (d) 25% of a ()

59. Salaries of Ravi and Sumit are in the ratio 2 : 3. If the salary of each is increased by Rs. 4000, the new ratio becomes 40 : 57. What is Sumit's new salary?
- (a) Rs. 17,000 ()
- (b) Rs. 20,000 ()
- (c) Rs. 25,500 ()
- (d) **Rs. 38,000** ()
60. If 40% of a number is equal to two-third of another number, what is the ratio of the first number to the second number?
- (a) 2 : 5 ()
- (b) 3 : 7 ()
- (c) **5 : 3** ()
- (d) 7 : 3 ()
61. A man buys a cycle for Rs. 1400 and sells it at a loss of 15%. What is the selling price of the cycle?
- (a) Rs. 1090 ()
- (b) Rs. 1160 ()
- (c) **Rs. 1190** ()
- (d) Rs. 1202 ()
62. A shopkeeper buys a book for Rs. 80 and sells it for Rs. 100. What is the profit percent?
- (a) 20% ()
- (b) **25%** ()
- (c) 30% ()
- (d) 40% ()
63. The sum of ages of 5 children born at the intervals of 3 years each is 50 years. What is the age of the youngest child?
- (a) **4 years** ()
- (b) 8 years ()
- (c) 10 years ()
- (d) 12 years ()
64. The expression of $6.\overline{46}$ in the fractional form is:
- (a) $\frac{646}{99}$ ()
- (b) $\frac{64640}{1000}$ ()
- (c) $\frac{640}{100}$ ()
- (d) $\frac{640}{99}$ ()

65. The average of 4 numbers is 20. If each number is increased by 5, the new average is:
- (a) 20 ()
(b) 22 ()
(c) 24 ()
(d) **25** ()
66. A pump can fill a tank with water in 2 hours. Because of a leak, it took $2\frac{1}{3}$ hours to fill the tank. The leak can drain all the water of the tank in:
- (a) 7 hours ()
(b) 8 hours ()
(c) **14 hours** ()
(d) 16 hours ()
67. What is the probability of getting a sum of 9 from two throws of a dice?
- (a) $\frac{1}{6}$ ()
(b) $\frac{1}{8}$ ()
(c) $\frac{1}{9}$ ()
(d) $\frac{1}{12}$ ()
68. If a quarter kg of potato costs 80 paise, how many paise will 150 gm cost?
- (a) 40 paise ()
(b) 45 paise ()
(c) **48 paise** ()
(d) 50 paise ()
69. A cyclist covers 1500 m in 5 minutes. What is his speed in km per hour?
- (a) **18** ()
(b) 15 ()
(c) 12 ()
(d) 20 ()
70. The fourth proportional to 5, 8, 15 is:
- (a) 18 ()
(b) **24** ()
(c) 19 ()
(d) 20 ()

71. A starts a business with Rs. 2000. After 6 months, B joins him with some capital. At the end of the year, the profit is divided in the ratio 1 : 2. What is B's capital?
- (a) Rs. 3000 ()
(b) Rs. 4000 ()
(c) Rs. 5000 ()
(d) **Rs. 8000** ()
72. Today is Monday. After 61 days, it will be:
- (a) Wednesday ()
(b) **Saturday** ()
(c) Tuesday ()
(d) Thursday ()
73. The length of a rectangle is 12 m and its breadth is 8 m. What is its area?
- (a) 80 m² ()
(b) 88 m² ()
(c) **96 m²** ()
(d) 104 m² ()
74. What least number must be added to 1056, so that the sum is completely divisible by 23?
- (a) **2** ()
(b) 3 ()
(c) 18 ()
(d) 21 ()
75. The product of two numbers is 9375. The quotient when the larger one is divided by the smaller is 15. The sum of the numbers is:
- (a) 380 ()
(b) 395 ()
(c) **400** ()
(d) 425 ()

GENERAL INTELLIGENCE & REASONING (50 MARKS)

76. Look at this series: 31, 29, 24, 22, 17, ... What number should come next?
- (a) **15** ()
(b) 14 ()
(c) 13 ()
(d) 12 ()
77. ZA₅, Y₄B, XC₆, W₃D, _____
- (a) E₇V ()
(b) V₂E ()
(c) VE₅ ()
(d) **VE₇** ()

78. Which word does not belong with the others?

- (a) tyre ()
- (b) steering wheel ()
- (c) engine ()
- (d) **car** ()

79. Candid is to indirect as honest is to:

- (a) frank ()
- (b) wicked ()
- (c) truthful ()
- (d) **untruthful** ()

80. If **A = 1, B = 2, C = 3**, then what is the value of **CAT**?

- (a) **24** ()
- (b) 26 ()
- (c) 28 ()
- (d) 30 ()

81. Arrange the words given below in a meaningful sequence.

1. Family 2. Community 3. Member
4. Locality 5. Country

- (a) **3, 1, 2, 4, 5** ()
- (b) 3, 1, 2, 5, 4 ()
- (c) 3, 1, 4, 2, 5 ()
- (d) 3, 1, 4, 5, 2 ()

82. 1, 2, 3, 6, 9, 18, ?, 54

- (a) 18 ()
- (b) **27** ()
- (c) 36 ()
- (d) 81 ()

83. Pointing to a photograph, Hminga said, "She is the daughter of the only son of my mother." How is Hminga related to the girl in the photograph?

- (a) Brother ()
- (b) Grandfather ()
- (c) Uncle ()
- (d) **Father** ()

84. Cloth : Mill :: Newspaper : ?

- (a) Editor ()
- (b) Reader ()
- (c) Paper ()
- (d) **Press** ()

85. If ORANGE is written as QTCPIH, how is MARKET written?

- (a) **OCTMGW** ()
- (b) OCTMHV ()
- (c) OCTNHW ()
- (d) ODTMHW ()

86. Choose the word which is different from the rest.

- (a) Curd ()
- (b) Butter ()
- (c) **Oil** ()
- (d) Cheese ()

87. A is in the East of B which is in the North of C. If D is in the South of C, then in which direction of A is D?

- (a) North ()
- (b) South ()
- (c) **South-West** ()
- (d) North-East ()

88. Arrange the words in logical order.

1. Middle School 2. College 3. Primary School 4. University

- (a) **3, 1, 2, 4** ()
- (b) 1, 3, 2, 4 ()
- (c) 3, 2, 1, 4 ()
- (d) 2, 3, 1, 4 ()

89. 764321589, 64321589, 6432158, 432158, ?

- (a) 76432 ()
- (b) 32158 ()
- (c) 64321 ()
- (d) **43215** ()

90. **Statements:** Some actors are singers. All the singers are dancers.

Conclusion:

I - Some actors are dancers.

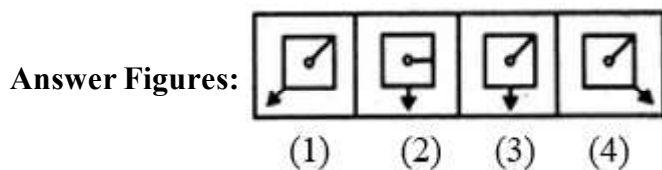
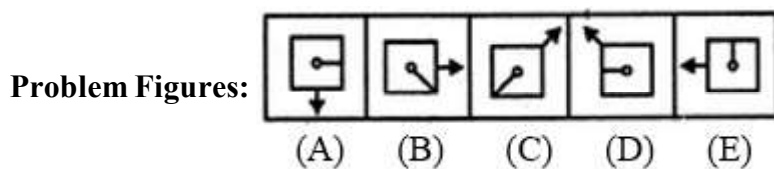
II - Singer is actor.

- (a) **Only I conclusion follows** ()
- (b) Only II conclusion follows ()
- (c) Either I or II follows ()
- (d) Neither I nor II follows ()

91. P, Q, R, S like different fruits — Apple, Mango, Orange, Banana. P likes Apple. Q does not like Mango. R likes Orange. Who likes Banana?

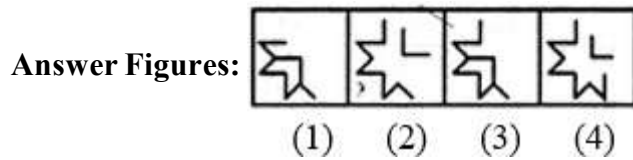
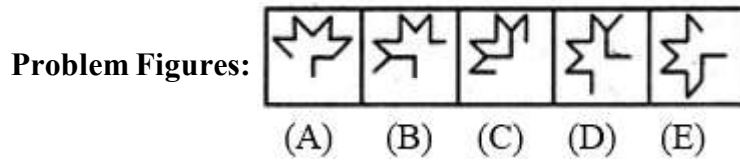
- (a) P ()
- (b) **Q** ()
- (c) R ()
- (d) S ()

92. A man has Rs. 320 in the denominations of one-rupee notes, four-rupee notes and five-rupee notes. The number of notes of each denomination is equal. What is the total number of notes that he has?
- (a) 48 ()
 (b) 60 ()
 (c) 72 ()
 (d) **96** ()
93. Which word does not belong with the others?
- (a) Chair ()
 (b) Table ()
 (c) Bed ()
 (d) **Book** ()
94. A worker cuts a metal rod into 6 equal pieces. He makes 30 cuts per minute. How many rods can he cut in 15 minutes?
- (a) 60 rods ()
 (b) 75 rods ()
 (c) **90 rods** ()
 (d) 120 rods ()
95. A is the son of B. B is the mother of C. How is A related to C?
- (a) **Brother** ()
 (b) Cousin ()
 (c) Uncle ()
 (d) Father ()
96. If $A + B$ means A is the brother of B; $A - B$ means A is the sister of B and $A \times B$ means A is the father of B. Which of the following means that C is the son of M?
- (a) $M - N \times C + F$ ()
 (b) $F - C + N \times M$ ()
 (c) $N + M - F \times C$ ()
 (d) **$M \times N - C + F$** ()
97. Select a figure from amongst the Answer Figures which will continue the same series as established by the five Problem Figures.



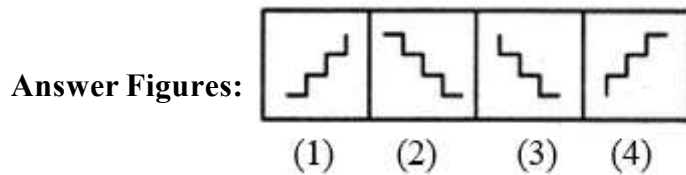
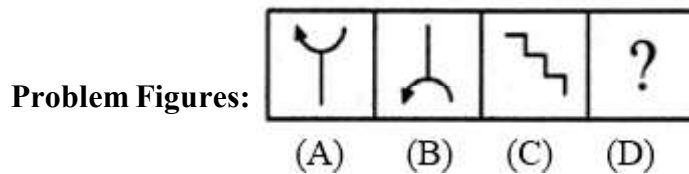
- (a) 1 ()
 (b) **3** ()
 (c) 2 ()
 (d) 4 ()

98. Select a figure from amongst the Answer Figures which will continue the same series as established by the five Problem Figures.



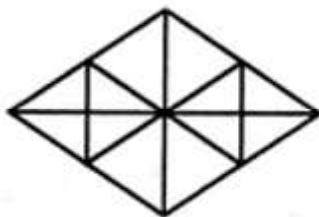
- (a) 1 ()
 (b) 2 ()
 (c) 3 ()
 (d) 4 ()

99. Select a suitable figure from the Answer Figures that would replace the question mark (?)



- (a) 1 ()
 (b) 2 ()
 (c) 3 ()
 (d) 4 ()

100. Find the number of triangles in the given figure.



- (a) 16 ()
 (b) 22 ()
 (c) 28 ()
 (d) 32 ()