F. No. 5-1/2016-Exam-I   **Dated 16.02.2018**

CRITERIA FOR EVALUATION OF SKILL (TYPING) TEST(ENGLISH/HINDI) AND FONT TO BE USED FOR HINDI TYPING SCRIPT FOR LDC EXAMINATION -2016 FOR ICAR INSTITUTES

NATURE OF MISTAKES

A)   **FULL MISTAKES** : The following errors are treated as full mistakes:--

i)   For every omission of word/figure

ii)   For every substitution of wrong word/figure

iii)   Every addition of a word/figure not found in the passage

B)   **HALF MISTAKES** : The following errors are treated as half mistakes:--

i)   **Spacing Errors :** where no space is provided between two words e.g. 'Ihope' for 'I hope' or undesired space is provided between the words or letters of the word e.g. 'I haxxve' for 'I have'.

ii)   For every spelling error committed by way of repetition, or addition or transposition or omission or substitution of a letter/letters, e.g. the word 'spelling' typed as 'seeplings' etc.

iii)   Wrong Capitalisation : Wrong use of capital letter for small letter and vice-versa (This does not apply to Hindi typing script)

NOTE :   Any corrections made by pen or pencil are to be ignored and no credit is to be given to such correction.

FONT TO BE USED FOR HINDI TYPING SCRIPT

For Skill(Typing) test in Hindi, **Kruti Dev 010 Hindi font** will be used

(K. N. CHOUDHARY)
DEPUTY SECRETARY(EXAMS)