Syllabus for Recruitment to the post of
CIRCLE EDUCATION OFFICER
Under School Education Department, 2019

SUBJECTS

1. General English Paper- I ........................................................................................................100 Marks
2. General English Paper- II (MCQ) .....................................................................................100 Marks
3. Technical Paper- I (MCQ) ..................................................................................................200 Marks
4. Technical Paper- II (MCQ) ................................................................................................200 Marks
5. Technical Paper - III (MCQ) ..............................................................................................200 Marks
   (A) Technical ..................................................................................................................150 Marks
   (B) Aptitude Test.. ............................................................................................................ 50 Marks

General English Paper - I (3 hours duration)

ESSAY TYPE
(Full Marks : 100)

a) Essay Writing : .............................................................................................................. 25 Marks
b) Précis Writing : ............................................................................................................. 15 Marks
c) Letter Writing : ............................................................................................................ 15 Marks
d) Idioms & Phrases : ........................................................................................................ 14 Marks
e) Expansion of passages : ............................................................................................... 15 Marks
f) Comprehension of given passages : ............................................................................... 16 Marks

General English Paper - II (2 hours duration)

(MCQ)
(Full Marks : 100)

a) Grammar : Parts of Speech,
   Nouns, Adjective, Verb,
   Adverb, Preposition, Etc. : .............................................................................................. 40 Marks
b) Compositions : ............................................................................................................. 30 Marks
   i) Analysis of complex and compound sentences.
   ii) Transformation of sentences.
   iii) Synthesis of sentences.

d) Correct usage and vocabularies. : .............................................................................. 30 Marks
Technical Subject Paper – I
200 marks

Education and Society
- Indian Education in Emerging Society
- Democracy, Socialism, Secularism and Education
- Educational Provisions in the Constitution
- Educational Policies and Commissions at the state and national level
- Idealism, Naturalism and Pragmatism
- Education and National Integration
- Concept of Basic Education and Nai Talim
- Education, Society, Curriculum and Learners

Theories of Learning
- Attitudes, Interest and Motivation
- Acquiring Motor Skills and Knowledge
- Reflective and Creative Thinking
- Process of Learning/Transfer of Learning
- Educational Measurement and Evaluation

Educational Psychology
- Growth and development
- Perception and conception
- Interest and attitude
- Theories and Measurement of Intelligence
- Gifted and Slow Learner
- Assessment of Personality
- Child Development – Infancy, Childhood and Adolescence
- Cognition, Learning and the Socio-Culture Context
- Heredity and Environment
- Memory

Contemporary Studies and Educational Programmes
- Diversity, gender and inclusive education
- Professionalism in Education
- Language across the curriculum
- Assessment for Learning/ Continuous and Comprehensive Evaluation
- Pedagogy of Social Science, Language, Mathematics, Science
- Learning without burden
- Right to Education (RTE)
- Learning Outcomes
- Educational Schemes and Projects under the State and Central Government
Technical Subject Paper – II
200 marks

**Principles and Techniques of Teaching**  
- Principles of Motivation and Interest  
- Principles of Activity or Learning by doing  
- Principles of Definite Aim, Planning and Selection  
- Principles of Recognising Individual Differences  
- Principles of Reinforcement, Revision and Imparting Training to senses  
- Principles of Creation, Recreation and Linking with Life  
- Principles of Democratic dealing, Sympathy and Cooperation  
- Principles of Repetition, Exercise and Remedial Teaching  
- Principles of Encouraging Creativity and Self-Expression  
- Maxims of Teaching  

**Methods and approach to teaching**  
- Lecture Method  
- Demonstration Method  
- Discussion Method  
- Problem-Solving Method  
- Project Method  
- Field Study Method  
- Heuristic method  
- Playway method  
- Analytic and Synthetic Method  
- Deductive and Inductive Method  
- Learner Centred Approach  
- Behaviouristic Approach  
- Constructivist Approach  
- Core Teaching Skills

**Educational Technology and Data Analysis**  
- ICT in Education  
- Programmed Instruction  
- Teaching Learning Material  
- Mass Media in Education  
- Computer Assisted Learning  
- Concepts and uses of various statistical techniques  
- Measures of central tendency  
- Measures of variability

**Curriculum Development**  
- Concept and Functions of Curriculum  
- Curriculum Construction & Design  
- Curriculum Evaluation  
- Curriculum Change & Reforms  
- National Curriculum Framework
Technical Subject Paper – III
200 marks (Technical 150 + Aptitude Test 50)

A. Technical = 150 Marks

Educational Administration, Planning and Management - 60
- Meaning, Scope and Various Aspects of School Administration
- Theories and Different types of Educational Administration
- Educational Planning, Institutional Planning and Management
- Educational Finance/School Finance and Resource Planning
- Educational Leadership and Organisational Behaviour
- School Culture, Leadership and Change
- National, State and Local Level Planning in Education
- Administrative Structure of Education at the National and State Level
- Rules and Regulations governing schools in Mizoram

Supervision - 50
- Concept, Nature, Scope, Principles and Techniques of Supervision
- Leadership, Communication and Human Relation in Educational Supervision
- Supervision of Improvement of Teaching-Learning
- Performance Appraisal Techniques and Procedures
- Evaluation, Supervision and Inspection
- Principles governing the process of Supervision

Role of PTA and Community Support - 40
- Educational Policy and Programmes
- Role of the Centre, State and Local Bodies in Education
- Community Participation in School Education
- Functions of Village Education Committees

B. APTITUDE TEST (50 Marks)

(a) Numerical and Figurework Tests: (16 marks)
These tests are reflections of fluency with numbers and calculations. It shows how easily a person can think with numbers. The subject will be given a series of numbers. His/Her task is to see how the numbers go together to form a relationship with each other. He/She has to choose a number which would go next in the series.

(b) Verbal Analysis and Vocabulary Tests: (14 Marks)
These tests measure the degree of comfort and fluency with the English language. These tests will measure how a person will reason with words. The subject will be given questions with alternative answers, that will reflect his/her command of the rule and use of English language.

(c) Visual and Spatial/3-D Ability Tests: (10 Marks)
These tests are used to measure perceptual speed and acuity. The subject will be shown pictures where he/she is asked to identify the odd one out; or which comes next in the sequence or explores how easily he/she can see and turn around objects in space.

(d) Abstract Reasoning Tests (10 Marks)
This test measures the ability to analyse information and solve problems on a complex, thought based level. It measures a person’s ability to quickly identify patterns, logical rules and trends in new data, integrate this information, and apply it to solve problems.