

**GOA STATE LEGAL SERVICES AUTHORITY,
PORVORIM, GOA.**

Advertisement No. GSLSA/GOA/RECRUIT/2023/04

NOTICE OF TYPING TEST FOR THE POST OF L.D.C (Ex-Serviceman)

The candidate whose name is displayed herein below is required to appear for the typing test to be held on **16.01.2024** at **11.00** a.m. at Goa State Legal Services Office, High Court of Bombay at Goa, Porvorim-Goa.

ROLL NO	NAME
1	Govind Gavade, Hno. 255/2, Kajuwada, Ballimath, Balli, Cuncolim, South Goa.

Candidate to report/ remain present half an hour before the typing test along with Original ID proof.

Candidate is required to remain present for scrutiny of his original documents after he clears typing test.

No TA/DA will be admissible for attending the shorthand and typing test.

Sd/-

Member Secretary

Goa State Legal Services Authority

GUIDELINES FOR TYPING TEST

NATURE OF TYPING SPEED TEST

1. Computer typing speed test are of qualifying nature only. The candidate who will qualify the computer typing speed test shall only be considered for final selection.
2. In order to qualify for the typing speed test for the post of Lower Division Clerk a candidate should have minimum typing speed of 30 w.p.m.

GUIDELINES FOR TYPING SPEED TEST

1. The typing speed test for the post shall be held on computer only. No candidate will be allowed to bring his/her own keyboard/Laptop.
2. The required qualifying speed for typing is 30 w.p.m. in English.
3. The duration of typing speed test will be 10 minutes.

GENERAL INSTRUCTIONS

1. The candidates will be required to take their seat 10 min before commencement of the test. If the computer goes out of order, the candidate should not shout or disturb others but should remain seated quietly and inform the coordinator/Invigilator.
2. After the print out of the passage typed by candidate is given to him/her, he/she must write his/her roll number and name on each page, sign and handover to the coordinator/Invigilator.

3. Printouts without correct and clear roll number, name and signature will not be evaluated and will be awarded zero marks.
4. Candidates shall not be permitted to leave the examination hall until the expiry of the test.
5. On completion of test, they shall remain seated at their desks until their print outs are collected and accounted for. They must not type, write or erase after expiry of allotted time.
6. Silence must be observed in the Examination hall.
7. Any request for change in time/date/venue of the typing speed test will not be entertained under any circumstances.
8. Candidates are advised to locate and visit the venue of the Examination center beforehand to avoid any inconvenience on the day of the examination.
9. No TA/DA will be admissible for attending the examination. Travelling and other expenses must be borne by the candidates themselves.