



**An Institute for Civil Services Preparation**

# **SYLLABUS FOR CIVIL SERVICES EXAMINATION**

**A DETAILED ANALYSIS**

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### Preliminary Examination

Paper	Maximum Marks
General Studies I	200
General Studies II (CSAT) <sup>a</sup>	200

### Mains Examination

Essay	250
General Studies 1	250
General Studies 2	250
General Studies 3	250
General Studies 4	250
Indian Language (Compulsory) <sup>b</sup>	300
English (Compulsory) <sup>c</sup>	300
Optional Paper 1	250
Optional Paper 2	250
Total Mains <sup>d</sup>	1750
<b>Personality Test</b>	
Personality Test	275
Total Marks	2025

a - General Studies II paper in Preliminary Examination is Qualifying with a minimum required score of 33% to be eligible for Mains.

b - Any one of the Indian Languages can be chosen for this paper from a list as given later. The minimum required qualifying marks are 25% or 75 marks to be eligible for Personality Test

c - English language paper requires a minimum marks of 25% or 75 marks to be eligible for the Personality Test.

d - Total Marks in Mains only include marks for 7 papers (GS 1, GS 2, GS 3, GS 4, Essay, Optional Paper 1 and 2) as English and Indian Language are qualifying papers only.

For selection in the final merit list, the marks of CSE Mains Written Examination and Personality Test are added.

# PRELIMINARY EXAMINATION

## GENERAL STUDIES I

Subject	Detailed Topic Description
Current Affairs	Current events of national and international importance
History of India	History of India and Indian National Movement
Geography	Physical, Social and Economic geography of India and the World
Polity and Governance	Constitution, Political System, Panchayati Raj, Public Policy, Rights Issues etc.
Economy and Social Issues	Economic and Social Development - Sustainable Development, Poverty, Inclusion, Demographics, Social Sector Initiatives
Environment and Ecology	General Issues on Environmental Ecology, Bio-diversity and Climate Change that do not require subject specialisation
Science	General Science

1. Current Affairs are centred around the events and occurrences of the year preceding the date/ month of the exam i.e. If the Preliminary Exam is in June 2019 then the Current Affairs from May 2018 - April 2019 are relevant. But the current affairs are not restricted to his time line and 1 - 2 questions may come from earlier issues.
2. History of India not only includes the political history but also has Art and Culture of India from ancient to the modern period as well. This includes - art, architecture, sculpture, literature, dances, theatre, music and festivals.
3. Geography also entails map based questions, even though the map is not provided. The candidate must be familiar with the political and physical maps of India and the world.
4. Environment and Ecology have increased in importance since the preliminary exam for Civil Services is also the preliminary exam for Indian Forest Services. This part includes both current affairs as well as static portion.

The Paper consists of 100 questions of 2 marks each. A correct answer fetches +2 marks and a wrong answer gets -0.67 marks. The duration of the paper is 2 hours

The General Studies I Paper is qualifying with the cut off being decided based on the number of vacancies. The marks from this stage are NOT added to the final total to ascertain the merit list.

## GENERAL STUDIES II (CSAT)

Comprehension
Interpersonal Skills including communication skills
Logical reasoning and analytical ability
Decision-making and problem-solving
General mental ability
Basic numeracy - Class X level
Data Interpretation - Class X level

1. This Paper tests basic aptitude with the difficulty level set more or less at the Class X level.
2. It is not counted towards the merit and the candidate only needs to score 33% of the marks
3. The Paper consists of 80 questions with each wrong answer fetching a negative 1/3rd marks. The duration of the paper is 2 hours.

## TRENDS IN PRELIMINARY EXAM CUTOFFS IN VARIOUS YEARS

	GENERAL	OBC	SC	ST	PH1	PH2	PH3
2018	98	96.66	84	83.34	73.34	53.34	40
2017	105.34	102.66	88.66	88.66	85.34	61.34	40
2016	116	110	99.34	96	75.34	72.66	40
2015	107.34	106	94	91.34	90.66	76.66	40

NOTE : The cutoff only contains marks of General Studies I Paper.

## **MAINS EXAMINATION**

1. The Mains Examination comprises of two parts - Written and Interview
2. The Written Part of the Mains Examination consists of 9 papers out of which 7 are counted for merit and 2 are qualifying in nature.
3. There is no negative marking in this stage however marks may be cut as a penalty for not following the instructions of the Commission. The penalty marks are shown separately on the score card of the candidate.
4. Duration of each paper is 3 hours
5. Evaluation of the papers, namely, 'Essay', 'General Studies' and Optional Subject of all the candidates would be done simultaneously along with evaluation of their qualifying papers on 'Indian Languages' and 'English' but the papers on Essay, General Studies and Optional Subject of only such candidates will be taken cognizance who attain 25% marks in 'Indian Language' and 25% in English as minimum qualifying standards in these qualifying papers.

### **PAPER A - INDIAN LANGUAGE (300 MARKS)**

1. The candidate must select one of the languages listed in the Eighth Schedule of the Constitution for this Paper.
2. The paper A on Indian Language will not, however, be compulsory for candidates hailing from the States of Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland and Sikkim.
3. The paper A on Indian Language will not, however, be compulsory for Candidates belonging to Persons with Benchmark Disabilities (only Hearing Impairment sub-category) provided that they have been granted such exemption from 2nd or 3rd language courses by the concerned education Board/University. The candidate needs to provide an undertaking/self declaration in this regard in order to claim such an exemption to the Commission
4. The paper will be of matriculation or equivalent standard. It will only be qualifying with a minimum of 75 marks or 25% necessary for qualification. These marks will not be added towards the final total.

The aim of the paper is to test the candidates' ability to read and understand serious discursive prose, and to express his ideas clearly and correctly, in English and Indian language concerned.

The Paper will involve:—

- comprehension of given passages.
- Précis Writing.
- Usage and Vocabulary.
- Short Essays.
- Translation from English to the Indian Language and vice-versa.

The paper must be answered in the respective Indian language except where translation is involved.

**List of Eighth Schedule Languages** - Assamese, Bengali, Gujarati, Hindi, Kashmiri, Kannada, Malayalam, Marathi, Odia, Punjabi, Sanskrit, Tamil, Telugu, Urdu, Sindhi, Konkani, Manipuri, Nepali, Bodo, Dogri, Maithili and Santhali

## **PAPER B - ENGLISH ( 300 MARKS)**

The aim of the paper is to test the candidates' ability to read and understand serious discursive prose, and to express his ideas clearly and correctly, in English

The Paper will involve:—

- comprehension of given passages.
- Précis Writing.
- Usage and Vocabulary.
- Short Essays.

The paper must be answered in English.

## **PAPER 1 - ESSAY (250 MARKS)**

Candidates may be required to write essays on multiple topics. They will be expected to keep closely to the subject of the essay to arrange their ideas in orderly fashion, and to write concisely. Credit will be given for effective and exact expression.

1. The Paper consists of two essays of 1000 - 1200 words each.
2. The candidate is given four choices from which to choose which essay to write for each of the two essays.
3. The space is limited for writing as answer sheets have been replaced by Question-cum-Answer Booklets (QCABs).

## PAPER 2 - GENERAL STUDIES 1 (250 MARKS)

SUBJECT	DETAILED TOPICS
<b>Art and Culture</b>	Indian culture will cover the salient aspects of Art Forms, literature and Architecture from ancient to modern times
<b>Modern History</b>	Modern Indian history from about the middle of the eighteenth century until the present significant events, personalities, issue
	The Freedom Struggle — its various stages and important contributors/contributions from different parts of the count
<b>Post-Independence India</b>	Post-independence consolidation and reorganization within the country
<b>World History</b>	History of the world will include events from 18th century such as industrial revolution, world wars, redrawal of national boundaries, colonization, decolonization, political philosophies like communism, capitalism, socialism etc.— their forms and effect on the society
<b>Society and Social Issues</b>	Salient features of Indian Society, Diversity of India
	Role of women and women’s organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies
	Effects of globalization on Indian society
	Social empowerment, communalism, regionalism & secularism
<b>Geography</b>	Salient features of world’s physical geography
	Distribution of key natural resources across the world (including South Asia and the Indian sub-continent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India)
	Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location-changes in critical geographical features (including water-bodies and ice-caps) and in flora and fauna and the effects of such changes

## PAPER 3 - GENERAL STUDIES 2 (250 MARKS)

SUBJECT	DETAILED TOPIC ANALYSIS
<b>Constitution</b>	Indian Constitution—historical underpinnings, evolution, features, amendments, significant provisions and basic structure.
	Functions and responsibilities of the Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein
	Separation of powers between various organs dispute redressal mechanisms and institutions
	Comparison of the Indian constitutional scheme with that of other countries
	Parliament and State legislatures—structure, functioning, conduct of business, powers & privileges and issues arising out of these
	Structure, organization and functioning of the Executive and the Judiciary—Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity
	Salient features of the Representation of People’s Act
	Appointment to various Constitutional posts, powers, functions and responsibilities of various Constitutional Bodies
	Statutory, regulatory and various quasi-judicial bodies
<b>Governance</b>	Government policies and interventions for development in various sectors and issues arising out of their design and implementation
	Development processes and the development industry —the role of NGOs, SHGs, various groups and associations, donors, charities, institutional and other stakeholders
	Important aspects of governance, transparency and accountability, e-governance applications, models, successes, limitations, and potential; citizens charters, transparency & accountability and institutional and other measures
	Role of civil services in a democracy
<b>Social Justice</b>	Welfare schemes for vulnerable sections of the population by the Centre and States and the performance of these schemes; mechanisms, laws, institutions and Bodies constituted for the protection and betterment of these vulnerable sections
	Issues relating to development and management of Social Sector/Services relating to Health, Education, Human Resource
	Issues relating to poverty and hunger



<b>International Relations</b>	India and its neighborhood-relations
	Bilateral, regional and global groupings and agreements involving India and/or affecting India's interests
	Effect of policies and politics of developed and developing countries on India's interests, Indian diaspora
	Important International institutions, agencies and fora- their structure and mandate

## PAPER 4 - GENERAL STUDIES 3 (250 MARKS)

SUBJECT	DETAILED TOPICS
<b>Economy</b>	Indian Economy and issues relating to planning, mobilization, of resources, growth, development and employment
	Inclusive growth and issues arising from it
	Government Budgeting
	Major crops-cropping patterns in various parts of the country, - different types of irrigation and irrigation systems storage, transport and marketing of agricultural produce and issues and related constraints; e-technology in the aid of farmers
	Issues related to direct and indirect farm subsidies and minimum support prices; Public Distribution System- objectives, functioning, limitations, revamping; issues of buffer stocks and food security; Technology Missions; Economics of animal rearing
	Food processing and related industries in India- scope' and significance, location, upstream and downstream requirements, supply chain management
	Land reforms in India
	Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth
	Infrastructure: Energy, Ports, Roads, Airports, Railways
	Investment Models
<b>Science and Technology</b>	developments and their applications and effects in everyday life
	Achievements of Indians in science & technology; indigenization of technology and developing new technology
	Awareness in the fields of IT, Space, Computers, robotics, nano-technology, bio-technology and issues relating to intellectual property rights
<b>Ecology and Environment</b>	Conservation, environmental pollution and degradation, environmental impact assessment
<b>Disaster Management</b>	Disaster and Disaster Management
<b>Internal Security</b>	Linkages between development and spread of Extremism
	Role of external state and non-state actors in creating challenges to internal security

	Challenges to internal security through communication networks, role of media and social networking sites in internal security challenges, basics of cyber security; money-laundering and its prevention
	Security challenges and their management in border areas - linkages of organized crime with terrorism
	Various Security forces and agencies and their mandate

## PAPER 5 - GENERAL STUDIES 4 (250 MARKS)

This paper will include questions to test the candidates' attitude and approach to issues relating to integrity, probity in public life and his problem solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilise the case study approach to determine these aspects

SUBJECT	DETAILED TOPICS
<b>Ethics and Human Interface</b>	Essence, determinants and consequences of Ethics in-human actions; dimensions of ethics; ethics - in private and public relationships. Human Values - lessons from the lives and teachings of great leaders, reformers and administrators; role of family society and educational institutions in inculcating values.
<b>Attitude</b>	content, structure, function; its influence and relation with thought and behaviour; moral and political attitudes; social influence and persuasion
<b>Aptitude and foundational values for Civil Services</b>	integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker-sections
<b>Emotional Intelligence</b>	-concepts, and their utilities and application in administration and governance
<b>Thinkers</b>	Contributions of moral thinkers and philosophers from India and world
<b>Ethics in Public Administration</b>	Status and problems; ethical concerns and dilemmas in government and private institutions; laws, rules, regulations and conscience as sources of ethical guidance; accountability and ethical governance; strengthening of ethical and moral values in governance; ethical issues in international relations and funding; corporate governance
<b>Probity in Governance</b>	Concept of public service; Philosophical basis of governance and probity; Information sharing and transparency in government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work culture, Quality of service delivery, Utilization of public funds, challenges of corruption
<b>Case Studies</b>	Case studies on the above topics

The Paper consists of two parts - Part A and Part B. Part A consists of theory comprising of 130 marks and Part B consists of Case Studies comprising 120 marks.

## PAPER 6 & 7 (250 MARKS each)

The Candidate may choose any optional subject from amongst the List of Optional Subjects given.

List of Optionals:

Agriculture	Assamese Literature
Animal husbandry and Veterinary Science	Bengali Literature
Anthropology	Bodo Literature
Botany	Dogri Literature
Chemistry	Gujarati Literature
Civil Engineering	Hindi Literature
Commerce and Accountancy	Kannada Literature
Economics	Kashmiri Literature
Electrical Engineering	Konkani Literature
Geography	Maithili Literature
Geology	Malayalam Literature
History	Manipuri Literature
Law	Marathi Literature
Management	Nepali Literature
Mathematics	Odia Literature
Mechanical Engineering	Punjabi Literature
Medical Science	Sanskrit Literature
Philosophy	Santhali Literature
Physics	Sindhi Literature
Political Science and International Relations	Tamil Literature
Psychology	Telugu Literature
Public Administration	Urdu Literature
Sociology	English Literature
Statistics	
Zoology	

4.

The syllabi for the optionals have been added as a separate appendix.

## **PERSONALITY TEST (275 MARKS)**

1. The candidate will be interviewed by a Board who will have before them a record of his career. He will be asked questions on matters of general interest.
2. The object of the interview is to assess the personal suitability of the candidate for a career in public service by a Board of competent and unbiased observers.
3. The test is intended to judge the mental caliber of a candidate. In broad terms this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs.
4. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.
5. The technique of the interview is not that of a strict cross-examination but of a natural, though directed and purposive conversation which is intended to reveal the mental qualities of the candidate.
6. The interview test is not intended to be a test either of the specialised or general knowledge of the candidates which has been already tested through their written papers.
7. Candidates are expected to have taken an intelligent interest not only in their special subjects of academic study but also in the events which are happening around them both within and outside their own State or Country as well as in modern currents of thought and in new discoveries which should rouse the curiosity of well educated youth.

The Candidate is interviewed by a Board of five members of which the Chairman of the Board is a member of UPSC while the rest will be experts from various fields. The Board is provided with the Detailed Application Form (DAF) that the candidate fills before the Written Part of the Mains Examination. The interview lasts from 30-35 minutes on an average but may be shorter or longer depending on the candidate and board.

There is no set syllabus but the general direction of preparation should include:

- a. Detailed Application Form - basic information, hobbies, education, work experience etc.
- b. State of Residence/ State to which one belongs
- c. City of Residence
- d. Events of national and international importance that are in the news during that duration.



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