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# 1

## CHAPTER

# Analogy

Similarity or similarity is the relation or similarity of any object, word, letter, number to any other object, word, letter, number with quality, form, shape, type, character, etc. Generally, these types of questions are asked under analogy.

### Type 1 - Hindi word Analogy

Under this, considering the relation of Hindi words given in the questions asked, one has to find such a word from the given answer options, whose relation can be established with the given words or with the third word.

(i) **Finding similar words:** - Considering the relation of two words given in the questions asked under this, one has to find such word from the answer options, whose relation is established with the given third word.

#### Example - 1

Select the related word from the given alternatives.

River : Stream :: Ocean : ?

- (A) Current (B) Pond  
(C) Dam (D) Sea

#### Ans. (A) Current

**Solution :** Just as a stream originates from the water of a river, in the same way a current arises from the water of the ocean.

#### Example - 2

The way Colombo is related to Sri Lanka, in the same way Kathmandu is related to?

- (A) Tibet (B) India  
(C) Bhutan (D) Nepal

#### Ans. (D) Nepal

**Solution :-** Just as Colombo is the capital of Sri Lanka, in the same way, Kathmandu is the capital of Nepal.

(ii) Finding the identical pair :- In the questions that come under this, two words are given, which are related to each other in some way. Exactly the same type of relation is also in any one of the options given below.

#### Example - 3

Select the related word pair from the given alternatives.

Preamble : Constitution :: ? : ?

- (A) Word : dictionary  
(B) Theme : Magazine  
(C) Explanation : Poem  
(D) Introduction : Book

#### Ans. (D)

**Solution:-** Just as there is a preamble of the constitution, in the same way there is a preamble of the book.

(iii) **Choosing similar words and special classes for similar words**

Some words are given in the questions coming under it. You have to choose a word from the given alternatives which is exactly same as the word given in the beginning and find the word which shows the particularity among the words given in the question.

#### Example - 4

Who is the same as - Earthquake, cyclone, volcanic eruption

- (A) Global heat  
(B) Flood  
(C) Accidents  
(D) Nuclear explosion

#### Ans. (B) Flood

**Solution:** Just as earthquakes, cyclones and volcanic eruptions are natural disasters. Similarly, floods are also a natural disaster.

**Example – 5**

Given below three words, which have some common features, select the correct option.

Snake, lizard, crocodile

- (A) Reptiles (B) Mammals  
(C) Omnivores (D) Deer

**Ans. (A)**

**Solution:** Snake, Lizard and Crocodile are all three reptiles.

**Example – 6**

Find the alternative which has the same relation as in all the three words given below.

King, Queen, Palace

- (A) Pigeon, bird, dispensary  
(B) Goat, goat, fort  
(C) Bumblebee, spider, water  
(D) Lion, lioness, cave

**Ans. (D)**

**Solution:-** Just as both the king and queen reside together in the palace, in the same way both the lion and the lioness reside together in the cave.

**(iv) Double Symmetry :** - Under this, two words are given on the left and right of the symbol (::) in the question. Each word is missing in both the words.

The missing word has to be found from the options given below.

**Example – 7**

In the following question, find out the missing word from the alternative given below

A : Ugly :: Peace : B

- (A) A - Beautiful, B - War  
(B) A – Friendship, B – Noise  
(C) A – Honesty, B – Treaty  
(D) A - Number, B – Strike

**Ans. (A)**

**Solution:-** Just as, beautiful and ugly are opposite words of each other. Similarly, peace and war are also opposite words to each other.

**Type - 2 English Alphabets Analogy :-**

The questions under this are based on letters or letter groups of the English alphabet. After knowing the relationship of the first two letter-groups given in these questions, on this basis, the correct answer for the third letter-group has to be found from the options.

**Vowels and Consonants of English Letters :-**

Vowel Letters – A, E, I, O, U

Consonant Letter – B, C, D, F, G, H, J, K, L, M, N, P, Q, R, S, T, V, W, X, Y, Z

**English alphabets their corresponding numbers :-**

English Alphabet A B C D E F G H I J K L M  
Corresponding No. 1 2 3 4 5 6 7 8 9 10 11 12 13

(Word Not set in one row so font size 11 not 13)

**Example**

CHAIR : RIAHC :: TABLE : ?

- (A) BLAET (B) ETABL  
(C) LETAB (D) ELBAT

**Ans. (D)**

**Solution –**

Like,

CHAIR → RIAHC

Similarly,

TABLE → ELBAT

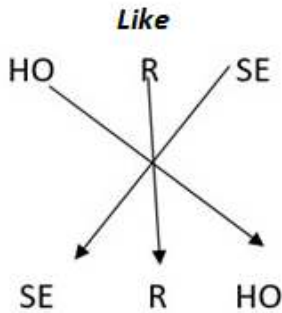
**Example - 9**

HORSE : SERHO :: CURSE : ?

- (A) RCUES (B) SECRU  
(C) SERCU (D) ERCUS

**Ans. (C)**

**Solution**



**Example - 10**

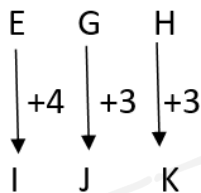
EGH : IJK :: NPQ : ?

- (A) PRS (B) RSU  
(C) RTU (D) RST

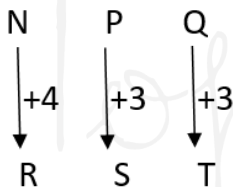
**Ans. (D)**

**Solution**

Like,



Similarly,



**Type - 3 English Word Analogy**

The questions under this are based on English words. After finding the relation of the first two words given in these questions, we find out the correct answer for the third word from the options on the same basis.

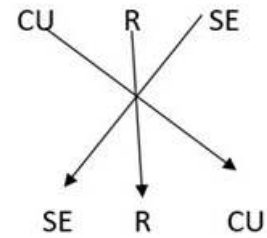
**(i) Finding Related Words**

**Example – 11**

In the following question, select the option which is related to the third word in the same way as the second term is related to the first term.

Shallow : Profound :: Synonym : ?

*Similarly,*



- (A) Context (B) Antonym  
(C) Meaning (D) Content

**Ans. (B)**

**Solution :-** Just as the opposite word of Shallow is Profound, similarly, the opposite word of Synonym is Antonym.

**(ii) To find the word pair similar to the word pair**

**Example – 12**

Which of the following pair of words shows the same relation. What kind of relationship is there between Fan : Heat ?

- (A) Water : Drink (B) Food : Hunger  
(C) Light : Night (D) Air : Breath

**Ans. (B)**

**Solution :-** When there is heat, then the fan is turned on, in the same way food is done when there is hunger.

**Type - 4 - Number Analogy**

In the questions that come under this, questions are asked based on the order of numbers, the order of the squares of the numbers, the sequence of prime numbers, etc. In other words, the questions asked under it are based on mathematical operations.

**Example 13**

Select the option, which is related to the third term in the same way as the second term is related to the first term.

23 : 69 : 27 : ?

- (A) 91 (B) 73  
(C) 81 (D) 89

**Ans. (C)**

**Solution:** Like  $23 \times 3 = 69$

Similarly,  $27 \times 3 = 81$

**Example – 14**

Select the related number from the given alternatives.

8 : 32 :: 6 : ?

- (A) 31 (B) 22  
(C) 18 (D) 21

**Ans. (C)**

**Solution:** Like  $8^2 = 64$

$$64 \div 2 = 32$$

Similarly,  $6^2 = 36$

$$36 \div 2 = 18$$

**Example – 15**

From the given alternatives, find the one which is similar to 10 : 13 :: 16.

- (A) 8 : 10 : 15 (B) 13 : 16 : 19  
(C) 23 : 29 : 23 (D) 10 : 16 : 23

**Ans. (B)**

**Solution:** Like, 10 : 13 :: 16

$$+3 \quad +3$$

Similarly, 13 + 16 + 19

$$+3 \quad +3$$

### (Analogy or Similarity)

**Type – I**

**Directions - Find out the related words from the alternatives given below.**

- Q.1** Virus : Chickenpox :: Bacteria : ?  
(A) Chickenpox (B) Typhoid  
(C) Malaria (D) Sleeping Disease
- Q.2** Book : Shelf :: Clothes : ?  
(A) Hanger (B) Cupboard  
(C) Wardrobe (D) Bureau
- Q.3** Gramophone : Record :: Video : ?  
(A) T.V. (B) Recording  
(C) Cassette (D) Camera
- Q.4** Axe : Rip :: Path : ?  
(A) Shear (B) Pull  
(C) Ploughing (D) Knitting
- Q.5** Bird : Feather :: Fish : ?  
(A) Gills (B) Scales  
(C) Tail (D) Pisces

**Q.6** Movement : Required :: Effort : ?

- (A) Personality (B) Motivation  
(C) Success (D) Probability

**Type – II**

**Direction - Find out the related number from the alternatives given below.**

- Q.7** 85 : 42 :: 139 : ?  
(A) 68 (B) 69  
(C) 70 (D) 67
- Q.8** 8 : 28 :: 27 : ?  
(A) 8 (B) 28  
(C) 64 (D) 65
- Q.9** 8 : 56 :: 9 : ?  
(A) 10 (B) 63  
(C) 7 (D) 9
- Q.10** 8 : 512 :: 9 : ?  
(A) 781 (B) 792  
(C) 729 (D) 728
- Q.11** 21 : 3 :: 574 : ?  
(A) 113 (B) 23  
(C) 97 (D) 82
- Q.12** 100 : 121 :: 36 : ?  
(A) 64 (B) 49  
(C) 25 (D) 16

**Type – III**

**Directions - Find out the related letters from the alternatives given below.**

- Q.13** AGMS : CIOU :: DJPV : ?  
(A) BHNY (B) STUV  
(C) FLRX (D) MNOP
- Q.14** CAT : DDY :: BIG : ?  
(A) CLL (B) CLM  
(C) CML (D) CEP
- Q.15** KMF : LLH :: RMS : ?  
(A) SLR (B) SLU  
(C) SSU (D) SUS
- Q.16** CEGI : RTVX :: IKMO : ?  
(A) JKLNP (B) LNPR  
(C) MNPQ (D) DFHI

**Q.17** ABCD : QRST :: BACD : ?

- (A) RQST (B) STQR  
(C) QRST (D) RSTQ

**Q.18** ACE : BDF :: MAQ : ?

- (A) BMW (B) NQP  
(C) NPR (D) BEF

**Q.19** BFG : EIJ :: RVW : ?

- (A) UWY (B) UYZ  
(C) SWX (D) QUV

**Q.20** STAR : TSRA :: ROSE : ?

- (A) ORSE (B) ORES  
(C) ESOR (D) SORE

**Q.21** ADIP : DGSL :: BEJQ : ?

- (A) CGLS (B) EHMT  
(C) EJQU (D) FINU

**Q.22** EI : AE :: UO : ?

- (A) PK (B) QJ  
(C) PJ (D) QK

**Q.23** GHP : FFM :: PIC : ?

- (A) OGZ (B) OHZ  
(C) NGA (D) NHA

**Q.24** AIR : ZKO :: CAP : ?

- (A) ACM (B) ABN  
(C) BCM (D) BBN

**Q.25** NU : MF :: EH : ?

- (A) IR (B) VS  
(C) GT (D) DW

**Q.26** BAND : DCPF :: PUSY : ?

- (A) GVTZ (B) HWTZ  
(C) GVUA (D) HWUA

**Q.27** FAM : HBO :: LMP : ?

- (A) MOR (B) NOR  
(C) NNR (D) MNR

**Q.28** AB : CD :: WX : ?

- (A) AZ (B) YZ  
(C) XM (D) PQ

**Q.29** OPQ : RST :: ABC : ?

- (A) BCA (B) DMN  
(C) DEF (D) ABD

**Q.30** Select the option whose letters share the same relationship as the pairs of the given letters.

JT : NX

- (A) TP : XT (B) RK : VG  
(C) GS : KU (D) LD : PG

## Answer Key

### Type – I

Directions - Find out the related words from the alternatives given below.

**Q.1** (B)

**Q.2** (C)

**Q.3** (C)

**Q.4** (D)

**Q.5** (B)

**Q.6** (C)

### Type – II

**Q.7** (B)

**Q.8** (D)

**Q.9** (B)

**Q.10** (C)

**Q.11** (D)

**Q.12** (B)

### Type – III

**Q.13** (C)

**Q.14** (C)

**Q.15** (B)

**Q.16** (B)

**Q.17** (A)

**Q.18** (C)

**Q.19** (B)

**Q.20** (B)

**Q.21** (B)

**Q.22** (D)

**Q.23** (A)

**Q.24** (C)

**Q.25** (B)

**Q.26** (D)

**Q.27** (C)

**Q.28** (B)

**Q.29** (C)

**Q.30** (A)



# 2 CHAPTER

## Inequality

In the questions that come under it, usually two, three or four mathematical statements consisting of letters and mathematical signs are given and below it two, three or four conclusions based on these statements are given. Each mathematical symbol used in the statements has special mathematical meanings, on the basis of which you have to find out which of the conclusions is true based on the given statements.

Generally the following five mathematical symbols are used under mathematical statements.

S.N.	Mathematical symbol	Meaning	Example	Explanation
1	$>$	greater	$P > Q$	(i) P is greater than Q. (ii) P is neither less than nor equal to Q.
2	$<$	smaller	$P < Q$	(i) P is younger than Q. (ii) P is neither greater than nor equal to Q.
3	$=$	Equal	$P = Q$	(i) P is equal to Q. (ii) P is neither greater nor shorter than Q.
4	$\geq$	greater or equal	$P \geq Q$	(i) P is greater than or equal to Q. (ii) P is not shorter than Q.
5	$\leq$	smaller or equal	$P \leq Q$	(i) P is less than or equal to Q. (ii) P is not greater than Q.

### Rules -

- I. If there is a combination between three elements like  $a > b > c$ , then in this case there is always  $a > c$ .
- II. If there is a combination between three elements like  $a < b < c$ , then in this case there is always  $a < c$ .
- III. After combining the statements, whichever of the given conclusions follows from it, that conclusion is true

- IV. and the conclusion which does not follow from it, that conclusion is false.
- IV. If there is a combination like  $a > b < c$  between three elements, then the conclusion of the relation between a and c will always be false, because the relation between a and c cannot be determined which is greater, smaller or equal.

- V. Based on the mathematical rules of the statements, attention should be paid to the position of the conjunction.
- VI. If between three elements  $a \leq b > c$  or  $a < b \geq c$  or  $a \leq b \geq c$  or  $a \geq b < c$  or  $a > b \leq c$  or  $a > b \leq c$  is a combination, then the conclusion regarding the relation between  $a$  and  $c$  will always be false, because the relation between  $a$  and  $c$  cannot be determined which is greater or which is smaller or both are equal. .
- VII. If there is a combination between three elements such as  $a \geq b \geq c$  or  $a = b \geq c$  or  $a \geq b = c$ , then the conclusions  $a > c$  and  $a = c$  will either have the first or the second conclusion true.
- VIII. If there is a combination between any two elements such as  $a \geq b \geq c$  or  $b \leq a$ , then in the conclusions  $a > b$  and  $a = b$  either the first or the second conclusion will be true.

### Types of Questions

Generally the questions coming under this chapter are based on two types.

#### Type 1. Questions based on Direct Signs (Mathematical Symbols)

In the questions that come under it, the relationship between some elements is given in the form of a statement. Establishing the relationship between these elements, you have to check the truth of the given conclusions, to solve these types of questions, the following procedure should be followed

#### For example

**Statement** -  $H < J, F < H, I \leq K = J$

**Conclusion** I.  $H > I$       II.  $I \geq F$

**Step I** - First of all write the given statements as follows

$$H < J \quad \dots(i)$$

$$F < H \quad \dots(ii)$$

$$I \leq K = J \quad \dots(iii)$$

**Step II** - Now combine the given statements I, II and III respectively.

From Statement (i) and (ii)

$$F < H < J \quad \dots(iv)$$

Again from statement iii and iv

$$F < H < J = K \geq I \quad \dots(v)$$

**Step - III** - Verify the conclusions given at the end with the help of the finally obtained joint statement (Statement V).

$$H > I \quad \text{(False)}$$

$$I > F \quad \text{(False)}$$

Directions (Example No. 1- 3) - In these questions the relationship between different elements is shown. The statements are followed by two conclusions.

give answer

(a) If only conclusion I follows.

(b) If only conclusion II follows.

(c) Either conclusion I or conclusion II follows.

(d) Neither conclusion I nor conclusion II follows.

(e) Both conclusion I and II follow.

**Example 1.** Statement  $N = P, P < F > L, L = K$

Conclusion I.  $F = K$       II.  $F > K$

**Explanation (b)**  $N = P < F > L = K$

Conclusion I.  $F = K$  (false)

II.  $F > K$  (True)

**Example 2.** Statement  $Z > T, T < M, M < J$

Conclusion I.  $T < J$  II.  $J < Z$

**Explanation (a)**  $Z > T < M < J$

Conclusion I.  $T < J$  (True)

II.  $J < Z$  (False)

Z and J cannot be compared.

**Example 3**

Statement  $Q = Z, C \geq G, G \geq Q, Q \geq R$

Conclusion I.  $G \geq Z$  II.  $C \geq R$

Explanation (e)  $C \geq G \geq Q = Z \geq R$

Conclusion I.  $G \geq Z$  (True)

II.  $C \geq R$  (Truth)

### Practice Question

**Q.1** What should come in place of \$ and # respectively in the given expression so that  $T > M$  is definitely true in the expression  $P \geq A \$ R \leq O < T; S < L \leq A \# M, ?$

(a)  $>, \leq$

(b)  $\leq, =$

(c)  $<, <$

(d)  $\leq, \leq$

(e)  $\geq, \geq$

**Q.2** Which one of the following symbols should be substituted for the question mark in the given expression to make the expressions ' $M \leq K$ ' and ' $L > P$ ' definitely true?

$K \geq L ? M > N > P$

(a)  $>$

(b)  $<$

(c)  $\leq$

(d)  $=$

(e)  $<$  or  $\leq$

**Q.3** In which of the following expressions the expressions ' $H \leq F$ ' and ' $J > H$ ' must be true ?

(a)  $F > G > H \geq I = J$

(b)  $F < G \leq H < I < J$

(c)  $F \geq G = H \leq I < J$

(d)  $F = G > H > I = J$

(e) None of the above

**Q.4** Which of the following expressions ' $L > P$ ' is definitely wrong ?

(a)  $L > M \geq N = P$

(b)  $P = N \geq L < M$

(c)  $P \leq M \leq N < L$

(d)  $L > M = N \geq P$

(e) All these

**Q.5** Which of the following signs should come in the blanks of the given expansion (in the same order from left to right) so that the expressions ' $B > N$ ' and ' $D \leq L$ ' must be definitely true ?

$B\_L\_O\_N\_D$

(a)  $=, =, \geq, \geq$

(b)  $>, \geq, =, >$

(c)  $>, <, =, \leq$

(d)  $>, =, =, \geq$

(e)  $>, =, \geq, >$

**Directions (Q. No. 7 - 11)** In the following questions, relationships between different elements have been shown in the given statements. The statements are followed by two conclusions numbered I and II. Study the conclusions based on the given statements and select the appropriate answer.

**Give answer**

- A. If either of the conclusions I or II is true
- B. If both the conclusions are true
- C. If neither conclusion I nor II is true
- D. If only conclusion II is true
- E. If only conclusion I is true.

**Q.6** Statements

$$F < W = J \geq K; W \leq D$$

Conclusion

- I.  $D > K$
- II.  $K = D$

**Q.7** Statements  $V \leq E = U \leq X > A$

- Conclusion I.  $X \geq V$
- II.  $E > A$

**Q.8** Statements  $O = M \geq G; M \leq P; S > M$

- Conclusion I.  $S > G$
- II.  $O \leq P$

**Q.9** Statement  $X \geq W < D = U \geq R$

- Conclusion I.  $X < U$
- II.  $R > W$

**Q.10** Statements  $N > H = R \geq B; R \leq C$

- Conclusion I.  $C < H$
- II.  $H > B$

**Directions (Q. No. 11 - 15)** In the following questions, relationships between different elements are shown in the given statements. These statements are followed by two conclusions. Study the conclusions based on the given statements and select the appropriate answer.

**Give answer**

- A. If only conclusion I is true
- B. If only conclusion II is true
- C. If either conclusion I or II is true
- D. If none of the conclusions is true
- E. If both the conclusions are true

**Q.11** Statement  $T > R > A > C < K; N < E < C > S > D$

- Conclusion I.  $S > A$
- II.  $K < E$

**Q.12** Statement  $S = L \leq U = M, Z \geq R > C = M$

Conclusion

- I.  $Z > S$
- II.  $S = Z$

**Q.13** Statement  $T > R > A > C < K, N < E < C > S > D$

Conclusion

- I.  $D < T$
- II.  $N < R$

**Q.14** Statement  $Y \leq E < L = O \geq W, S \geq P > L \geq I \leq T$

- Conclusion I.  $E < P$
- II.  $I > E$

**Q.15** Statement  $Y \leq E < L = O \geq W; S \geq P > L \geq I \leq T$

Conclusion

- I.  $Y \leq T$
- II.  $S > W$

**Directions (Q. No. 16 - 20)** In the following questions the symbols \*, , %, @ and © have been used with the meanings given below.

P%Q means P is not less than Q.

P © Q means P is neither less than nor equal to Q.

Pδ Q means P is not greater than Q.'

P@Q means P is neither greater nor smaller than Q.

Now in the following questions assuming the given statement to be true, find out which of the three conclusions I, II and III given below it is/are definitely true.

**Q.16** Statements  $R \delta K, K * M, M @ J$   
 Conclusion I.  $J \odot K$  II.  $M \odot R$   
 III.  $R * J$

- A. Conclusion I and II are true.
- B. Conclusion II and III are true.
- C. Conclusion I and III are true.
- D. Conclusion I, II and III are all true.
- E. none of these

**Q.17** Statement  $Z @ M \odot K, K * F$

Conclusion

I.  $F \odot Z$  II.  $K * Z$  III.  $F \odot M$

- A. none of the conclusions are true.
- B. Only conclusion I is true.
- C. Only conclusion II is true.
- D. Only conclusion III is true.
- E. Conclusion II and III are true.

**Q.18** Statement  $B * J, J \% W, W \odot M$   
 Conclusion I.  $M * J$  II.  $W * B$  III.  
 $B \odot M$

- A. None of the conclusions are true.
- B. Only conclusion I is true.
- C. Only conclusion II is true.
- D. Only conclusion III is true.
- E. Conclusion I and II are true.

**Q.19** Statement  $V \% H, H @ F, F \delta E$   
 Conclusion I.  $F @ V$  II.  $F * V$   
 III.  $E \% H$

- A. Either conclusion I or II is true.
- B. Only conclusion II is true.
- C. Conclusion I and II are true.
- D. Conclusion I, II and III are true.
- E. Either conclusion I or II and conclusion III is true.

**Q.20** Statement  $W \odot T, T \delta N, N \% D$   
 Conclusion I.  $D * T$  II.  $W \odot N$   
 III.  $D @ T$

- A. None of the conclusions are true.
- B. Only conclusion I is true.
- C. Only conclusion II is true.
- D. Only conclusion III is true.
- E. Conclusion I and II are true.

### Answer Key

**Directions - Find out the related words from the alternatives given below.**

- |                 |                 |                 |                 |
|-----------------|-----------------|-----------------|-----------------|
| <b>Q.1</b> (b)  | <b>Q.2</b> (d)  | <b>Q.3</b> (e)  | <b>Q.4</b> (b)  |
| <b>Q.5</b> (d)  | <b>Q.6</b> (a)  | <b>Q.7</b> (a)  | <b>Q.8</b> (b)  |
| <b>Q.9</b> (c)  | <b>Q.10</b> (c) | <b>Q.11</b> (d) | <b>Q.12</b> (a) |
| <b>Q.13</b> (e) | <b>Q.14</b> (a) | <b>Q.15</b> (b) | <b>Q.16</b> (d) |
| <b>Q.17</b> (c) | <b>Q.18</b> (b) | <b>Q.19</b> (e) | <b>Q.20</b> (a) |

# 3

## CHAPTER

# Decision Making and Problem Solving

Decision making is a process in which the final result is obtained by analyzing the given data. A set of rules is specified as the selection criteria. The act or process of making important decisions for the selection of the candidate is known as decision making. In this section, the criteria for selection of a post or admission will be given which we have to fulfill in order to get selected for a particular job or post. In other types of questions, a paragraph of information is given and based on which the questions are answered in a relevant manner, the questions in the decision making reasoning section are designed to judge the decision making ability of a candidate is.

### Types of Decision Making

1. **ELIGIBILITY TEST:** A set of essential conditions and qualifications to be fulfilled by a candidate for a certain vacancy in a job/promotion/admission in a college, in taking such decision, together with the resume of certain candidates, who have the same will be applied for. We have to assess and evaluate the eligibility of a candidate and decide the appropriate course of action from the given options.

#### Example – 1

A software company selects the students who fulfill the following criteria -

(i) Such students who have scored at least 70% marks in class 10 or its equivalent education.

(ii) Such students who have scored at least 60% marks in class 12<sup>th</sup> or its equivalent education.

(iii) Students who are from Science branch only.

Which of the following students will be selected?

(a) A student Pankaj is a student of Arts branch who has scored 70% in 12<sup>th</sup> class and 60% in 10<sup>th</sup> class.

(b) Naveen has scored 80% in class 12<sup>th</sup> and 90% in class 10<sup>th</sup>. And he studied commerce.

(c) Kamlesh who has scored 65% in class 12<sup>th</sup> and 65% in class 10<sup>th</sup> and studied science.

(d) Ravi has scored 75% in class 10<sup>th</sup> and 65% in 12<sup>th</sup> and studied science.

**Ans. Option (d)** Ravi will be selected by the Board as it fulfills all the three conditions. Others are not able to complete it.

#### Example – 2

Read the following information carefully and answer. Mayank is applying for residential accommodation in TCS Bangalore. In order to get residential accommodation by TCS company, the employee has to fulfill the following criteria.

(i) He has worked in the company for at least 10 years.

(ii) There should be a maximum of five members in his family.

(iii) He should not be the owner or co-owner of a house.

(iv) Have a minimum tenure of 5 years remaining before the age of 58 years of retirement. In case the employee fulfills all the conditions except (i) above and has joined the company as a manager, he shall be referred to the director.

Fulfills all the conditions except (iii) above and is working as a Senior Manager in the Company, he/she shall be referred to the Managing Director.

Has been transferred from any other city, condition (i) is liable to be removed.

Based on the above conditions, decide whether Mayank will be provided accommodation or not or the matter will be referred to the higher authority, all the cases are presented on 31st July, 2016.

Mayank has been transferred from another office. And on 6th February 2016, his age was 53 years. He

He is working in the company for the last 20 years, there are 4 members in his family and neither does he have any house.

- (a) His case shall be referred to the Director of Management.
- (b) His case shall be referred to the Director.
- (c) Mayank will be provided accommodation.
- (d) Mayank will not be provided accommodation.

**Ans. (d)** Since Mayank's retirement age is 58, there is no remaining tenure of at least 5 years, so Mayank will not be provided accommodation.

2. Passage based decision making - In this type of decision making, sensible questions are usually given after a set of statements or statements, and a candidate needs to read the data carefully and decide accordingly which one from the data. An option comes up.

**Q.1** If you are traveling in a bus and you see that some boys are sitting on the female seat and the women are standing. Even after asking women, they are not standing up, everyone saw this sight but no one is saying anything, then what will be your reaction?

Option:

- (a) You will explain to those boys on behalf of the women.
- (b) Those boys will be threatened with legal action and will ask them to leave the seat.
- (c) Ask women to make arrangements somewhere else.
- (d) Will be silent like everyone else.

**Explanation** - For work according to law or rules, the matter will stop. Hence the answer will be (b).

**Q.2** Mohan has to buy 3 shorts he has come across some offers, from which cell will he buy smarts or which offer will be the best?

- (a) Mega Sale - Take two shorts at Rs. 800 smart and get 30% off on next smart.
- (b) Vishal Sale - Take 2 Shorts at Rs. 850 SMART and get 40% off on Next SMART.
- (c) Big sale get 2 shirts free at Rs. 2000 per shirt.
- (d) Crazy sale get the next shirt at Rs. 1000 and third shirt for Rs. 100 at 1000 per shirt.

**Ans.** Option (C) will be the best offer.

Exp.	First Shirt	Second Shirt	Third Shirt	Total
(a) Mega Sell -	800	800	560	2160
(b) Large Sell -	850	850	510	2210
(c) Big Sell -	-----2000---		0	Less than 2000
(d) crazy Sell -	100	1000	100	2100

Best where the price is lowest. Hence option A

How to Solve Questions Based on Decision Making:

Find below various tips and tricks to solve decision making questions.

**Tip #1** - To solve the questions in the decision making reasoning section, candidates need to analyze the given statements very carefully before attempting the question.

**Tip #2** - Analyze the statement with the given resume for each candidate to eliminate the options and get the correct answer.

**Tip #3** - Candidates need to follow the course of action based on the given instructions. The marks should be as per the conditions provided. For a candidate, only one exceptional condition will be allowed.

### Custom Question

**Q.1** If you come to know that your colleague in your office has embezzled the pension amount. So what will you do?

- (a) Will hand over the matter to the police.
- (b) Will ask the concerned clerk to deposit the embezzled amount.
- (c) Ask your colleague for your share.
- (d) Will keep silence in all matters.

**Ans. (a)**

This decision will be taken from the director, since the information about embezzlement should be first reported to the police. So that the matter can be thoroughly investigated.

**Q.2** You have been invited by the Public Service Commission of your state to appear for the interview for the post of Officer. You reach the railway station, but you see a long queue at the ticket window. The train is about to leave. You sit in the car without taking a ticket. You make sure to see the ticket checker getting trusted in your compartment.

- (a) Hiding in the toilet.
- (b) To present oneself for legal proceedings.
- (c) To start a fight with the ticket checker.
- (d) Requesting the ticket invigilator to allow you to travel without ticket based on the need to attend the interview.

**Ans. (b)**

It would be right to present yourself for legal proceedings. Do not quarrel, hide or offer free travel.

**Q.3** A company wants to hire some candidates for computer related work. They have to fulfill the following criteria -

- (i) Candidate should have at least 65% marks in the examination of 10th class or equivalent.
- (ii) Candidate should have knowledge of MS Word and Excel.
- (iii) Candidate must have knowledge of either C or C++.

Which of the following is definitely going to be appointed by the company?

- (a) M has scored 70% marks in 10th class exam and has knowledge of only C and MS word.



(b) S has learned C and also made a program, he has also knowledge of MS Word and Excel and he has scored 63% marks in 10th examination.

(c) H has 68% marks in the 10th examination, he has knowledge of MS word and excel, but does not have any other computer knowledge of any car.

(d) U has knowledge of C++, MS Word and Excel and has scored 66% marks in class 10th examination.

**Ans. (d)**

Will be correct and U will be appointed.

**Explanation** - M violates condition 2. H violates stipulation 3 S does not comply with stipulation 1. Therefore, they will not be appointed. Only U obeys all the conditions. Hence U will be appointed.

**Directions (Q. 4 to 5)** - Study the given information and answer the following questions -

Following are the criteria for recruitment of professor in an organization:

1. Applicant must have Graduation in any discipline with minimum must have scored 67% marks.
2. His age should be between 28 to 33 years as on 26-09-2017.
3. PG Degree / 3 year diploma or completed B.Ed. With more than 55% marks.
4. At least 3 years experience in teaching.
5. Be ready to appear for 1 year probation.

If a candidate fulfills all the above criteria except -

(i) (3) Above, but he is a Bachelor of Arts with a Bachelor of Mathematics with minimum 72% marks and has more than 4 years of experience and his application is to be sent to the Principal.

(ii) (4) Above, but has a master's degree with a minimum of 60% marks, to be referred to the Vice-Principal.

The applicants details in the questions are given below. On the basis of the following action which is based on the data given above, mark the answer.

All the cases as on 26-09-2017 have been given to you.

**Q.4** Monika is a B.Sc graduate with 70% marks and completed PG in M.Sc. He completed 27 years of age in 2015 and has 3 years experience as Faculty of Mathematics. He is set to join a probationary period of one year.

- (a) If the matter is to be referred to the Principal.
- (b) If the matter is to be referred to the Vice Principal.
- (c) If the candidate is to be selected.
- (d) If the information is insufficient for decision making.
- (e) If the candidate is not to be selected.

**Ans. (c)**

**Explanation:** Clearly Monica will be selected as she fulfills all the requirements.

**Q.5** Shanti, a 29 year old science graduate, has secured 53% marks in B.Ed. with 70% marks in her graduation. And he should have Bachelor of Arts with Math's Graduation with 80% Marks is also. She worked with Satyam for 5 years and is ready to join a probationary period of 1 year.

- (a) If the matter is to be referred to the Principal.
- (b) If the matter is to be referred to the Vice-Principal.
- (c) If the candidate is to be selected.
- (d) If the information is insufficient for decision making.
- (e) If the candidate is not to be selected.

**Ans. (a)**

Explanation: Since he has 53% marks in B.Ed. however has scored 80% marks in Arts with Math's Graduation, the application should be sent to the Principal.

### Practice Questions

**Q.1** You have differences with regard to the final report prepared by your subordinate which is to be submitted immediately. The subordinates are justifying the information given in the report. Will you do

- (a) Convince the subordinate that he is wrong.
- (b) Ask him to reconsider the consequences.
- (c) Modify the report yourself.
- (d) Tell him not to justify the mistake.

**Q.2** As a citizen you have some work with government department. The officer calls you frequently; and without asking you directly, sends bribe takers. You want to complete your work. Will you do.

- (a) Give a bribe.
- (b) Act like you don't understand the feelers and stick to your application.
- (c) For the help of those who complain verbally, approach the higher authority.
- (d) Send a formal complaint.

**Q.3** You have been asked to give an explanation for not attending an important official meeting. Your immediate boss who hasn't informed you about the meeting is now pressuring you not to accuse him. Will you do.

- (a) Send a written reply explaining the fact.
- (b) Take the time to meet with the top boss to clarify the situation.
- (c) Admit your mistake to save the situation.
- (d) Put the responsibility of not giving information on the coordinator of the meeting.

**Q.4** You have to complete a very important task for your headquarters within the next two days. Suddenly you have an accident. Your office insists that you complete the task. Will you do.

- (a) Ask to extend the time limit.
- (b) Notify Headquarters of your inability to finish on time.
- (c) Suggest an alternate person for HQ who can do the needful.
- (d) Stay away until you recover.

**Q.5** You are the officer in charge of providing basic medical facilities to the survivors of the earthquake affected area. Despite your best efforts, people accused you of making money from the relief funds. will you do.

- (a) Let an investigation be established to look into the matter.
- (b) Ask your superior to appoint another person in his place.
- (c) Ignore the allegations.
- (d) Stop taking any initiative till the matter is resolved.

**Directions (Q.6-8)** - Study the following information carefully and answer the given questions.

For recruitment process in an organization , candidates must possess the following eligibility criteria:

- (i) Graduate in Science with at least 60% marks.
- (ii) Least 25 years of age and not more than 40 years as on 1 - 7 – 2008.
- (iii) Having post qualification work experience of at least 2 years.
- (iv) Should have secured 55% marks in the selection process.

However, if the candidate fulfills the above criteria, except

- (a) at (i) And if the candidate is not a graduate in science but has a post graduate degree with minimum 60% marks, he/she should be referred to the HR-Manager of the organization.
- (b) at (iii) and if the candidate fulfills all the eligibility criteria but possesses post qualification work experience but secures 75% marks in the selection process, he/she may be referred to the Director of the organization could.

Based on the above information study carefully whether the following candidates are eligible for the recruitment process and mark your answer as follows. You are not to assume anything other than the information given in each question. All the cases from 1-7-2008 are given to you.

Answer (a) if the candidate is to be selected.

Mark answer (b) if the candidate is not to be selected.

Answer (c) if the candidate can be referred to HR-Manager.

Mark answer (d) If the candidate can be referred to the Director.

Answer (e) if the data provided is insufficient for taking a decision.

**Q.6** Tanya Shetty is working in a leading organization since completing her post - graduation in 1990. He was born on 01/05/1968. He is a post graduate in science and has secured more than 60% marks at both undergraduate and postgraduate levels. He has secured 71 per cent marks in the selection process.

**Q.7** Shruti Walia has 4 years post qualification work experience in a top organization. She has secured 59% marks in the selection process. Born on 5/10/1981, she had completed her bachelor's degree in Physics in 2004 and secured 66% marks in it.

**Q.8** Varun Arora has secured 79 percent marks in the selection process. He has completed his degree in B.Sc. by securing 67 percent marks. His date of birth is 09/03/1975 and has one year post qualification work experience.

**Direction (Q. 9-10)** - An organization wants to recruit trainee officers. Following are the criteria.

Candidate must

- (i) Not less than 21 years and not more than 28 years as on 01/02/2009.
- (ii) Must be a graduate in any discipline with at least 55% marks.
- (iii) Have secured at least 50% marks in the selection test.
- (iv) Have secured at least 45% marks in the interview.
- (v) Willing to work anywhere in India.

However, if the candidate fulfills the above criteria, except

(A) Above (ii) but is a postgraduate, the matter is to be referred to the Executive Director.

(B) At (i) above but having at least one year's work experience, the matter is to be referred to the Vice-President.

In each question below is given information about a candidate. You have to make one of the following five decisions based on the information provided and the criteria and condition set forth above. You are not assuming anything other than the information provided in each question. All of these indicate your decision by marking the answer to each question.

Answer (a) if the matter is to be referred to the Executive Director.

Mark answer (b) If the matter is to be referred to the Vice-President.

Answer (c) if the data given in the statement are not sufficient to take a decision.

Mark answer (d) If the candidate is to be selected.

Answer (e) if the candidate is not to be selected.

**Q.9** Nisha Sharma has passed B. Com in July 2008 with 57% marks. He has secured 48% marks in interview and 58% marks in selection test. He is ready to work anywhere in India. He completed 25 years of age in November 2008.

**Q.10** Bhavesh Shah is a post graduate in Chemistry and is working in a chemical company since last one year. He had secured 53 per cent marks in graduation. He has secured 58% marks in selection test and 52% marks in interview, he is 26 years old at present. He is ready to work anywhere in India.

### Answer Key

Q.1 (c)

Q.2 (c)

Q.3 (a)

Q.4 (a)

Q.5 (a)

Q.6 (b)

Q.7 (a)

Q.8 (d)

Q.9 (d)

Q.10(a)