

**NOTICE****Computer Skill Test under State Level Recruitment Commission for Class-III Posts**

In continuation to this Commission's advertisement No. SLRC-G-III/91/Advertisement/2023/2, dated 30.10.2023 and subsequent notices, it is hereby informed to all the candidates who have provisionally qualified in the written examination in the Paper-III and Paper-IV that the candidates will have to appear in computer test (Category-I, II & III) of 25 marks to be held on **2nd, 3rd, 4th & 5th July, 2025** in Guwahati, as detailed below:

**Category-I** : Candidates provisionally qualified for the posts having minimum qualification **HSSLC and/or HSSLC in Science.**

**Category-II** : Candidates provisionally qualified for the posts having minimum qualification **Bachelor Degree.**

**Category-III** : Candidates provisionally qualified for the posts having minimum qualification **Bachelor Degree with Computer Certificate/Diploma of minimum 6(six) months duration from a recognized Institute and/or Bachelor Degree in Library Science with Computer Certificate/Diploma of minimum 6(six) months duration from a recognized Institute.**

The syllabus/pattern of the Computer Skill Test will be as follows:

Descriptions	Category-I	Category-II	Category-III
MS-Word	Document creation, Basic formatting, Editing, Alignment and printing.	Document creation, Formatting Document, Table creation and Editing, Alignment and printing.	Document creation and editing, Detailed formatting, References, Table creation and editing Creating numbered or bulleted list and modifying characters, Alignment and Printing.
MS-Excel	Basic functionalities of Excel, Basic formulae, Alignment and Printing.	Intermediate level formatting, Intermediate Formulae, Conditional maths and validation, Alignment and Printing.	Detailed Tables, Detailed formulae, Formatting and Printing, Pivoting, Lookup methods, Using Chart wizards.
MS-Powerpoint	Document creation, Basic formatting, Alignment and Printing.	Document creation, Intermediate formatting, Alignment and Printing.	Document creation, Detailed formatting, Tables, Chart, Alignment and Printing.

Candidates have to download their **Admit Cards** for Computer Skill Test from the official website of ASSEB **[www.sebaonline.org](http://www.sebaonline.org)** from 11.00 A.M. of **25.06.2025**.

Candidates are requested to carefully go through the instructions given in the admit card for appearing in the Computer Skill Test.

**Sd/- Secretary,**

**State Level Recruitment Commission for Class-III Posts,**

**DIPR/D/AT/464/31-May-25**

**AASC, Khanapara, Guwahati-22.**