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NO. AN/SAS/16200/SAS-I/CBT/2023/PROG   **Dated: 15 .05.2023**

To

     **All PCsDA, including Principal IFAs
All Controllers of Defence Accounts, including IFAs/RTCs
The Principal Controller of Accounts (Fys), Kolkata**

Sub: Display of Mock Test for SAS Part-I Examination on CBT-Clarification

Ref: HQrs. Office most important Circular NO. AN/SAS/16200/SAS-I/CBT/2023/
PROG dated 04.05.2023

For familiarization of the candidates with the pattern of Computer Based Test, the link and instructions for practice questions (Mock Test) for all the papers of SAS Part I Examination(CBT) has been circulated vide HQrs. Office circular cited under reference. However, as **per requirement of CBT following modifications in the instructions are issued which now need to be kept into consideration by the candidates for attempting the examination:**

1. SIZE OF FONT FOR TYPING

Since the Font for Hindi and English Typing will be default , the last two lines of instruction issued as per Note 1 below Para 3 of the HQrs. Office Circular dated 04.05.2023, regarding typing in the range of 11-14 is now redundant.

2. PAPER-IV – Information Technology (Theory & Practical)

(a) A candidate after attempting theory portion which comprises of Multiple Choice Question (MCQ) is required to minimize the MCQ Window preferably by pressing the keys **"Window+ D"** without submitting the Multiple Choice Question.

OR

A candidate can attempt Practical Portion first and subsequently Theory Portion.

(b) As such the instructions mentioned at Para 4(ii) (b) of circular dated 04.05.2023 stands deleted and further procedure **for attempting the practical portion** enumerated in Para 4(iii), (iv) & (v) of ibid circular may be substituted as under:-

(i) The questions of the practical portion are provided in a password protected PDF File displayed on the Desktop screen. After minimizing the MCQ window the practical portion questions which are in PDF file can be seen. After seeing the questions of practical portion a candidate can open the MS Office for performing the practical activities of MS Word, MS Excel, MS Power Point etc. as per questions. A candidate can copy the question from PDF File to Answer File.

(ii) After attempting each question, the candidate is required to save the answers in three different files and name each file as Q-1, Q-2, Q-3 etc. respectively for each question.

(iii) Thereafter a candidate is to required to re- access the minimized window and upload the files of the practical portion against relevant question.

(iv) After completion of 120 Minutes the MCQ Portion along with practical portion will automatically be submitted.

(v) It is retreated that in case no files are uploaded within the duration of 120 minutes, the answer attempted by the candidate in practical portion will not be submitted.

3.   It is further clarified that being a computer based test, the candidate will be able to submit the examination only after completion of the duration of the paper. **As such each paper will now get automatically submitted after completion of the duration of the paper without pressing the submit button.**

4.   **The content of the circular may be brought to the notice of all concerned.**

(S.K.Khantwal)
ACGDA (AN-SAS)

Copy to:-

(i)	MoD(Fin) DAD Coord, South Block, New Delhi	For information
(ii)	AN-IV/AN VIII Section (Local)	For information & necessary action
(iii)	IT & S Section (Local)	For uploading on WAN/Website

(S.K.Khantwal)
ACGDA (AN-SAS)