

Chapter-5

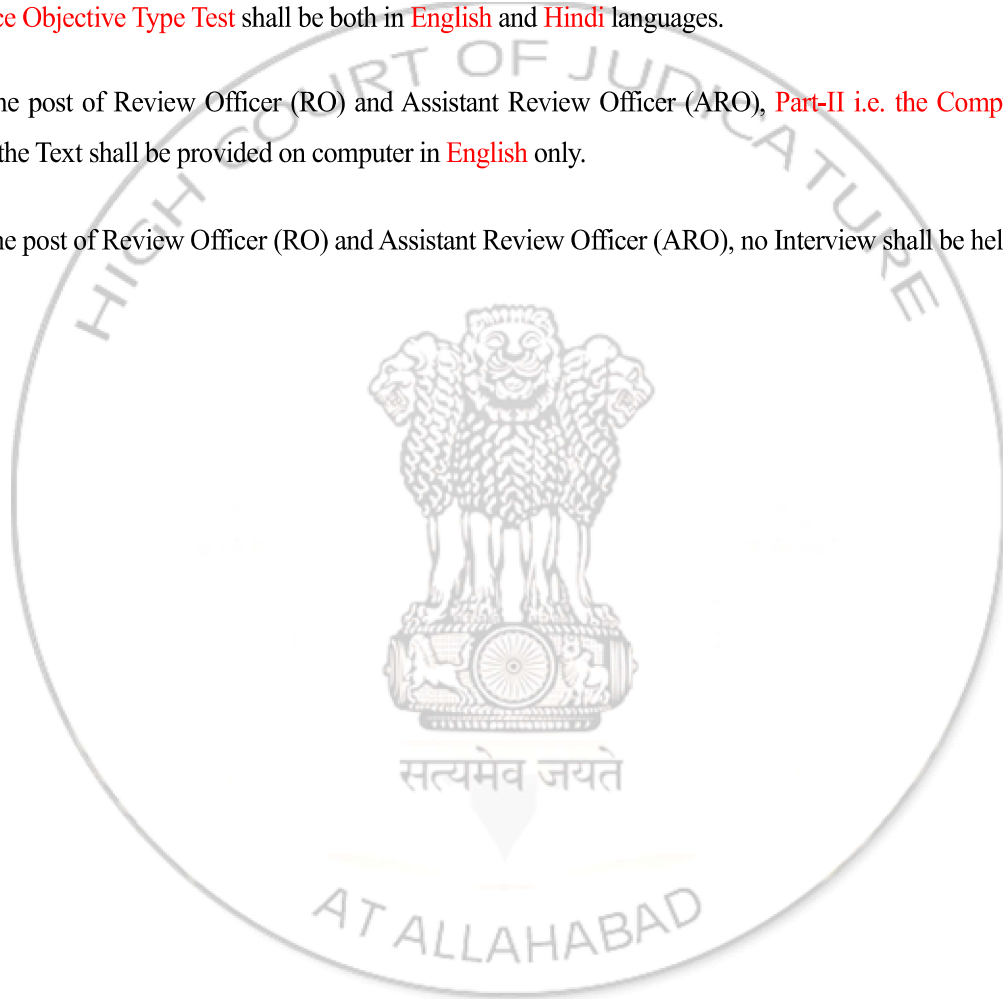
SELECTION PROCEDURE

5.1 Syllabus & Modalities

There shall be 'SINGLE STAGE' Examination for the following Posts, consisting of "TWO PARTS", as mentioned below:

Name of Post	Part-I	Part-II	Syllabus
REVIEW OFFICER	Type : Multiple Choice Objective Questions Mode of : Computer Based Test Exam Total number : 200 of MCQ Maximum Marks : 200 Duration: 03 Hrs (180 Minutes)	Type : Computer Knowledge Test in English Only Mode of : Computer Based Test Exam Maximum Marks : 50 Duration: 20 Minutes NO NEGATIVE MARKING MINIMUM QUALIFYING MARKS : 25 MARKS OUT OF 50 MARKS MINIMUM SPEED: 25 WORDS PER MINUTE IN ENGLISH TYPING ON COMPUTER.	Part-I : Multiple Choice Objective Questions from : (A) General Science (B) History of India (C) Indian National Movement (D) Indian Polity, Economy and Culture (E) Indian Agriculture, Commerce and Trade (F) Population, Ecology and Urbanisation (in Indian Context) (G) World Geography and Geography and Resources of India (H) Current National and International Important Events (I) General Aptitude (J) Special Knowledge regarding Education, Culture, Agriculture, Industry, Trade, Living and Social Traditions of Uttar Pradesh (K) Knowledge of General English and General Hindi of Graduation Level (L) Elementary Knowledge of Computers. Part-II : Computer Knowledge Test A candidate shall be provided a text in English of approximately 500 words on computer which he/she shall be required to reproduce on the computer in the same format.
ASSISTANT REVIEW OFFICER	Type : Multiple Choice Objective Questions Mode of : Computer Based Test Exam Total number : 200 of MCQ Maximum Marks : 200 Duration: 03 Hrs (180 Minutes)	Type : Computer Knowledge Test in English Only Mode of : Computer Based Test Exam Maximum Marks : 50 Duration: 20 Minutes NO NEGATIVE MARKING MINIMUM QUALIFYING MARKS : 25 MARKS OUT OF 50 MARKS MINIMUM SPEED: 25 WORDS PER MINUTE IN ENGLISH TYPING ON COMPUTER.	Part-I : Multiple Choice Objective Questions from: (A) General Science (B) History of India (C) Indian National Movement (D) Indian Polity, Economy and Culture (E) Indian Agriculture, Commerce and Trade (F) Population, Ecology and Urbanisation (in Indian Context) (G) World Geography and Geography and Resources of India (H) Current National and International Important Events (I) General Intelligentsia (J) Special Knowledge regarding Education, Culture, Agriculture, Industry, Trade, Living and Social Traditions of Uttar Pradesh (K) Knowledge of General English and General Hindi of Graduation Level (L) Elementary Knowledge of Computers. Part-II : Computer Knowledge Test A candidate shall be provided a text in English of approximately 500 words on computer which he/she shall be required to reproduce on the computer in the same format.

- 5.2 The Part-I and Part-II Examination of each single Candidate, shall be conducted simultaneously in a **SINGLE SHIFT** with a **GAP OF 15 MINUTES**.
- 5.3 The level of the question papers in every shift, in case of multiple shifts, for both the posts' shall be consistent with the educational qualification and syllabus prescribed for the Examination.
- 5.4 It is mandatory for the candidates to appear in all the parts of the Examination.
- 5.5 For the post of Review Officer (RO) and Assistant Review Officer (ARO), the question paper of **Part-I Multiple Choice Objective Type Test** shall be both in **English** and **Hindi** languages.
- 5.6 For the post of Review Officer (RO) and Assistant Review Officer (ARO), **Part-II i.e. the Computer Knowledge Test**, the Text shall be provided on computer in **English** only.
- 5.7 For the post of Review Officer (RO) and Assistant Review Officer (ARO), no Interview shall be held for selection.



Chapter-6

MARKING SCHEME

6.1 Part I - Multiple Choice Objective Type Test

- (i) To answer a Multiple Choice Question, the candidate needs to choose one option corresponding to the correct answer or the 'most appropriate answer'.
- (ii) Each correct answer shall carry One (01) Mark.
- (iii) There is no negative marking for incorrect answers.
- (iv) No marks will be given for questions un-answered/un-attempted/attempted/marked for review.
- (v) If a question is found to be incorrect or ambiguous or having more than one answer during the Key Challenge, only those candidates who have attempted the question and chosen one of the correct answers shall be given the mark.
- (vi) In case a Question is dropped due to some technical mistake (error) or any other reason, full mark shall be given to all the candidates.

6.2 Part II - Computer Knowledge Test

- (i) Marks to be deducted on each mistake (error)
[Value of mistake (error): 01 Mistake (Error) = 0.1 marks]
- (ii) Left-out words and spelling mistakes (errors) will be treated as full mistake (error).
- (iii) Typing of Letters, Words, Characters, Symbols or anything other than the contents of passage as asked in question paper shall be treated as full mistake (error).
- (iv) Words typed beyond the prescribed words limit shall be deleted / ignored.
- (v) The evaluated copy must indicate
 - o No. of mistakes (errors) made by the candidate
 - o Total Marks awarded
- (vi) Marks to be deducted on each mistake (error)
(Value of mistake (error): 01 Mistake (error)=0.1 mark).
- (vii) The Formula would be as under :-

Column-I	Column-II
Number of words with mistake (error)	Marks to be deducted Value of mistake (error) : 01 Mistake (error) = 0.1 mark
1	0.100
2	0.200
3	0.300
4	0.400
5	0.500
..	..
10	1.000
..	..

Chapter-7

ANSWER KEY CHALLENGE

- 7.1** The Provisional Answer Keys of the Questions as asked in Part –I of the Examination shall be displayed online on the Website(s): <https://recruitment.nta.nic.in> / www.allahabadhighcourt.in, giving an opportunity to the interested candidates (after the conduct of the exam) to challenge any answer key of any question online.
- 7.2** The provisional Answer Keys along with the question paper and recorded responses thereon shall be displayed to the respective candidates on aforesaid websites for a period of 02 (two) to 03 (three) days.
- 7.3** The Candidates shall be informed about the process through a Public Notice to be issued on the Website(s): <https://recruitment.nta.nic.in> / www.allahabadhighcourt.in only.
- 7.4** The Candidates shall be required to pay online an amount of Rs. 500/- (Rupees Five Hundred Only) per answer key challenged as processing fee. In case the challenge of a Candidate to any answer key is accepted, such candidate shall be refunded with the processing fee.
- 7.5** The following category of challenges SHALL NOT be entertained: -
- i. Any challenge submitted through email or in hardcopy by post or by hand ;
 - ii. Any challenge submitted without payment of requisite fee;
 - iii. Any challenge submitted before/ after specified period that to be specified in the public notice to be issued regarding Answer Key Challenge
- 7.6** Challenges made by the candidates to any answer key will be verified by the NTA with the help of a panel of subject experts. If the challenge to any Answer Key is found correct, the Answer Key will be revised accordingly. Based on the revised Final Answer Key, the result will be prepared and declared.

- 7.7 The Answer Keys after the challenges, as settled by the panel of experts, will be treated as final and no further grievances shall be entertained after the declaration of result.
- 7.8 There shall be no intimation to any candidate in response to his/ her answer key challenge, if the same has been rejected by the Subject Expert(s), as the Final Answer Keys will be published on the website(s) prior to the declaration of the final result.



Chapter-8

EVALUATION CRITERIA

- 8.1** The performance of the Candidates in Part-I: Multiple Choice Objective Type Test and Part-II: Computer Knowledge Test shall be evaluated as per the marking scheme mentioned in **Clause 6.1 & 6.2.**
- 8.2** **In case the Part-I and Part-II Examination is conducted in more than one shift** due to the large number of candidates to be accommodated in limited number of computer nodes available, **Normalization procedure shall be adopted** for ensuring equivalency in the question papers administered to the Candidates in different shifts.
- 8.3** **In case the Part-I and Part-II Examination is not conducted in multiple shifts, then process of normalization shall not be applicable in computation of results.**
- 8.4** The detailed procedure to be adopted for compilation of Percentile Score (NTA Score) for multi session papers (based upon **Normalization Procedure**) is mentioned below:-
- 8.5** **Normalization**
- 8.5.1** NTA may conduct examinations on multiple dates, generally in *two sessions per day*. The candidates will be given different sets of questions per session and it is quite possible that in spite of all efforts of maintaining equivalence among various question papers, the difficulty level of these question papers administered in different sessions may not be exactly the same. Some of the candidates may end up attempting a relatively tougher set of questions when compared to other sets. The candidates who attempt the comparatively tougher examination are likely to get lower marks as compared to those who attempt the easier one. In order to overcome such a situation, ***"NORMALIZATION PROCEDURE BASED ON PERCENTILE SCORE"*** will be used for ensuring that candidates are neither benefited nor disadvantaged due to the difficulty level of the examination. With the objective of ensuring that a candidate's true merit is identified, and that a level playing field is created in the above context, the Normalization Procedure, shall be adopted, for compiling the Percentile Score (NTA scores) for multi session papers.
- 8.5.2** **The process of Normalization is an established practice for comparing candidate scores across multi session papers and is similar to those being adopted in other large educational selection tests conducted in India. For normalization across sections, NTA shall use the percentile equivalence.**

8.6 Percentile Scores

- 8.6.1** Percentile scores are scores based on the relative performance of all those who appear for the Examination.
- 8.6.2** Basically the marks obtained are transformed into a scale ranging from 100 to 0 for each session of examinees.
- 8.6.3** *The Percentile score of a candidate indicates the percentage of candidates that have scored EQUAL TO OR BELOW (same or lower raw score) that particular candidate in that examination session. Therefore the topper (highest score) of each session will get the same Percentile of 100 which is desirable. The marks obtained in between the highest and lowest scores are also converted to appropriate Percentiles.*
- 8.6.4** *The Percentile score will be the Normalized Score for the examination (instead of the raw marks of the candidate) and shall be used for preparation of the merit lists.*
- 8.6.5** *The Percentile Scores will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.*

The Percentile score of a Candidate is calculated as follows:

$$\frac{100 \times \text{Number of candidates appeared in the 'Session' with raw score EQUAL TO OR LESS than the candidate}}{\text{Total number of the candidates appeared in the 'Session'}}$$

Note: *The Percentile of the Total shall NOT be an aggregate or average of the Percentile of individual subject. Percentile score is not the same as percentage of marks obtained.*

8.7 STEP-BY-STEP PROCEDURE FOR NORMALIZATION AND PREPARATION OF RESULT

8.7.1 **Step-1: Distribution of Examinees in multiple shifts/sessions:**

- (i) Candidates will be distributed into multiple shifts/sessions randomly so that each shift/session has City/ Category/ Gender wise approximately similar percentages of candidates.
- (ii) This will ensure that there is no bias in the distribution of candidates who will take the examination. Further, with a large population of examinees, the possibility of such bias becomes remote.
- (iii) Multiple shift/ sessions would be as follows:
- Session-1:** Day-1 Shift-1 **Session-2:** Day-1 Shift-2
- Session-3:** Day-2 Shift-1, **Session-4:** Day-2 Shift-2
- (iv) In the event of more number of days or less number of shifts, the candidates will be divided accordingly.

8.7.2 Step-2: Compilation of Percentile Score (NTA Score) for each shift/ Session for each Candidate only for those who qualify:

- (i) **Those obtaining less than 25 raw marks or having typing speed less than 25 words per minute in Part-II will be declared as ‘Not-Qualified’ and remaining others as ‘Qualified’**
- (ii) Raw Marks obtained by each candidate in the shift/session who qualify will be converted into Percentile Score (NTA Score) as follows:
 - Raw Marks obtained in Part-I into Percentile Score (NTA Score) (TP1)
 - Raw Marks obtained in Part-I + Part-II into Percentile Score (NTA Score) (TP)
- (iii) The Percentile Score (NTA Score) would be calculated for each candidate who qualifies in the shift/Session as follows:

Let TP1 be the Percentile Score (NTA Score) of Raw Score of Part-I and TP Percentile Score (NTA Score) of Total Raw Score for Part-I & Part-II of that candidate.

$\text{Total Percentile (TP)} : \frac{100.0X \times \text{No. of candidates appeared from the shift/session with raw score EQUAL TO OR LESS than the Candidate}}{\text{Total No. of candidates appeared in the shift/session}}$

Similarly, TP1 for Part-I shall be calculated.

Note: Percentile Score (NTA Score) will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.

- (iv) **The following will be available for each candidate:**

Candidate Result	Raw Marks			Percentile Score (NTA Score)*	
	Part-I	Part-II	Total (Part-I + Part-II)	Part-I	Total (Part-I + Part-II)
Not-Qualified	XXX	YYY	ZZZ	-----	-----
Qualified	XXX	YYY	ZZZ	AAA.AAAAAAA	BBB.BBBBBBB

‘*’ ‘-----’- Not Computed’. Percentile Score (NTA Score) is calculated only for qualified Candidates.

8.7.3 Step-3: Compilation of Percentile Score (NTA Score) of all Candidates who qualify for all Shifts/Sessions:

- (i) The Percentile Score (NTA Score) for the Raw Score of Part-I and Total Raw Score (Part-I+Part-II) only of qualified candidates for all the shifts/sessions as calculated in Step-2 above would be merged and shall be called the Percentile Score (NTA Score).
- (ii) Candidates will be shown through Score Card as follows:

- *Not-Qualified: Raw Marks obtained in Part-I, Part-II and Total.*
- *Qualified: Raw Marks obtained in Part-I, Part-II and Total. Also Percentile Score (NTA Score) in Part-I and Total.*

(iii) *The Percentile Score (NTA Score) for the Raw Score of Part-I and Total Raw Score of all the Qualified candidates will be used for compilation of result and further processing for deciding the Merit.*

8.7.4 Tie-Breaking Rules

In case of two or more candidates secure equal Total Percentile Score (NTA Score); the inter-se merit shall be determined in chronological orders as follows:

- (i) *Candidate obtaining higher NTA Score in Part-I*
- (ii) *Candidate obtaining higher NTA Score in ‘General Aptitude / General Intelligentsia’ in Part-I*
- (iii) *Candidate obtaining higher NTA Score in ‘Elementary Knowledge of Computer’ in Part-I*
- (iv) *Candidate obtaining higher NTA Score in ‘Knowledge of General English and General Hindi of Graduation Level’ in Part-I*
- (v) *Candidate obtaining higher NTA Score in ‘Indian Polity Economy & Culture’ in Part-I*
- (vi) *Candidate older in age shall be placed above.*

8.7.5 An Illustration of applicability of Normalization Procedure is given below:

Example: *Suppose a test was held in 3 sessions of examinees as per details given below:-*

(a) *Distribution of candidates appeared were as follows (Allocation of Days and shifts were done randomly)*

Session-1: Day-1 Shift-1, Session-2: Day-1 Shift-2 and Session-3: Day-2 Shift-1

Session	Day/Shift	Candidates Appeared & Not Qualified in Part-II @1			Candidates Appeared & Qualified in Part-II @2			Total Appeared
		No.	Total Average Marks*	Highest Marks*	No.	Total Average Marks*	Highest Marks*	No.
Session-1	Day-1 Shift-1	77	150.40	222	104	170.61	242	181
Session-2	Day-1 Shift-2	84	110.80	212	115	147.64	246	199
Session-3	Day-2 Shift-1	84	135.68	212	136	160.47	244	220
Total (Session-1 to Session-3)		245	131.78	222	355	159.28	246	600

‘*’ Total Raw Marks of Part-I + Part-II

‘@1’ *Candidates Appeared & Not Qualified in Part-II : Those obtained less than 25 raw marks or had typing speed less than 25 words per minute in Part-II have been declared as ‘Not-Qualified’*

‘@2’ *Candidates Appeared & Qualified in Part-II: Those Qualified in Part-II have been declared as ‘Qualified’. Only these candidates shall be considered for further processing.*

In this method of scoring the HIGHEST RAW SCORE in each session (irrespective of the raw scores) will be

the 100 Percentile indicating that 100% of candidates have scores equal to or lesser than the highest scorer/ topper for that session.

Highest Raw Score and Percentile Score: All the highest raw scores will have normalized Percentile Score of 100 for their respective session.

Session	Total Candidates Appeared & Qualified in Part-II	Highest Total Raw Marks of Part-I + Part-II	Candidates who scored EQUAL OR LESS THAN Highest Total Raw Marks of Part-I + Part-II	Percentile Score	Remarks
Session-1	104	242	104	100.000000 $[(104/104)*100]$	i.e. all the highest raw scores would be normalized to 100 Percentile Score for their respective session.
Session-2	115	246	115	100.000000 $[(115/115)*100]$	
Session-3	136	244	136	100.000000 $[(136/136)*100]$	

The following is a further explanation of the interpretation of the raw scores and Percentile Score in Session-3 (Day-2 and Shift-1) with 136 candidates who have taken the examination and qualified.

Candidate	Percentile Score	No of Candidates	Total Raw Marks of Part-I + Part-II	Remark
A	97.0588235 $[(132/136)*100]$	1	235	Indicates that amongst those appeared, 97.0588235% have scored either EQUAL TO OR LESS THAN the candidate A (235 total raw Marks). It also indicates that remaining candidate have scored more than the candidate A (235 total raw Marks).
B	92.6470588 $[(126/136)*100]$	2	229	Indicates that amongst those appeared, 92.6470588% have scored either EQUAL TO OR LESS THAN the candidate B (229 total raw Marks). It also indicates that remaining candidate have scored more than the candidate B (229 total raw Marks).
C	88.2352941 $[(120/136)*100]$	3	222	Indicates that amongst those appeared, 88.2352941% have scored either EQUAL TO OR LESS THAN the candidate C (222 total raw Marks). It also indicates that remaining those appeared have scored more than candidate C (222 total raw Marks).

8.8 Final Merit List

8.8.1 For the post of Review Officer, Assistant Review Officer or both as the case maybe, Final Merit List of all qualified candidates shall be prepared separately on the basis of Percentile Scores (NTA Scores) (if examination is conducted in multiple shift) as obtained by the Candidates in Part I of the Exam - Multiple Choice Objective Type Test and Part II of the Exam - Computer Knowledge Test, which shall determine their Rank in Final Merit List.

OR

On the basis of Raw Scores (if examination is not conducted in multiple shifts) as obtained by the Candidates in Part I of the Exam - Multiple Choice Objective Type Test and Part II of the Exam - Computer Knowledge Test, which shall determine their Rank in Final Merit List.

8.8.2 Candidates securing minimum qualifying marks in Part-II of the Exam - Computer Knowledge Test i.e. 25 marks out of 50 marks shall only be considered in preparation of Final Merit List.

8.8.3 The Final Merit List for the post of Review Officer & Assistant Review Officer shall hold good for the period of one year or until the next selection whichever is earlier as the Hon'ble High Court of Judicature at Allahabad may decide.

8.9 Declaration of Results

8.9.1 The result will be compiled on the basis of the Final Answer Key declared. No grievance with regard to Answer Key(s) after declaration of Result shall be entertained.

8.9.2 The result of examination shall be displayed only on the website <https://recruitment.nta.nic.in> or <http://www.allahabadhighcourt.in> and any information whatsoever shall be made available on the official website. **Candidates are advised to go through the website www.allahabadhighcourt.in/ <https://recruitment.nta.nic.in> regularly for latest updated information.**

8.9.3 No Score Card will be dispatched to the candidates and the candidates are advised to download their Score Cards from the website: www.allahabadhighcourt.in and <https://recruitment.nta.nic.in> only after declaration of result.

8.9.4 Merely appearing and passing in Review Officer Recruitment Exam 2021 or Assistant Review Officer Recruitment Exam 2021 or both does not confer any right to the candidate.

8.9.5 The selection is subject to fulfilling the eligibility, rank in merit list, medical fitness, verification of original documents and such other criteria as may be prescribed by The Hon'ble High Court of Judicature at Allahabad.