

KALAM ACADEMY

SYLLABUS FOR TNPSC (VAO)

APTITUDE & REASONING

S.No	Subject
1.	Conversion of information to data
2.	Collection, compilation and presentation of data
3.	Tables, graphs, diagrams
4.	Analytical interpretation of data
5.	Simplification
6.	Percentage
7.	Highest Common Factor (HCF)
8.	Lowest Common Multiple (LCM)
9.	Ratio and Proportion
10.	Simple interest
11.	Compound interest
12.	Area
13.	Volume
14.	Time and Work
15.	Logical Reasoning
16.	Puzzles
17.	Dice
18.	Visual Reasoning
19.	Alpha numeric Reasoning
20.	Number Series

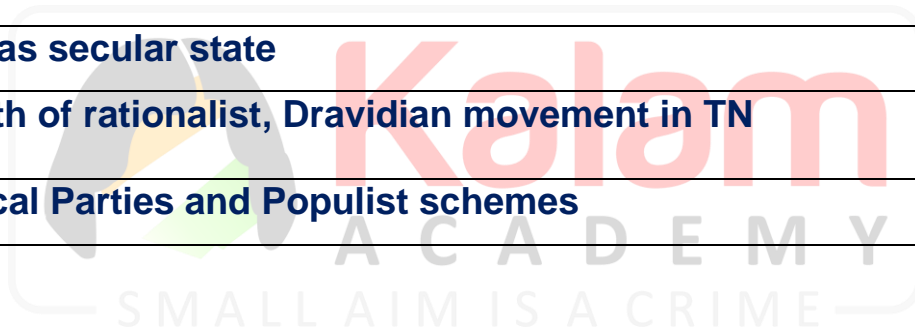
INDIAN ECONOMY

S.No	Subject
1.	Nature of Indian Economy
2.	Five-Year Plan Models-an assessment
3.	Land reforms & agriculture
4.	Application of science in agriculture
5.	Industrial growth
6.	Rural Welfare Oriented Programmers
7.	Social Sector Problems
8.	Population, Education, Health, Employment, Poverty
9.	Economic Trends in Tamil Nadu



HISTORY AND CULTURE OF INDIA AND TAMIL NADU

S.No	Subject
1.	Indus Valley Civilization
2.	Guptas, Delhi Sultans, Mughals and Marathas
3.	Age of Vijayanagaram and the bahmanis
4.	South Indian history
5.	Culture and Heritage of Tamil People
6.	India since Independence
7.	Characteristics of Indian Culture
8.	Unity in diversity-race, colour, language, custom
9.	India-as secular state
10.	Growth of rationalist, Dravidian movement in TN
11.	Political Parties and Populist schemes



INDIAN NATIONAL MOVEMENT

S.No	Subject
1.	National renaissance
2.	Emergence of national leaders
3.	Gandhi, Nehru, Tagore
4.	Different modes of agitations
5.	Role of Tamil Nadu in freedom struggle Rajaji, VOC, Periyar, Bharathiar & other



PHYSICS & CHEMISTRY

S.No	Subject
PHYSICS	
1.	Nature of Universe
2.	General Scientific laws
3.	Scientific instruments
4.	Inventions and discoveries
5.	National scientific laboratories
6.	Science glossary
7.	Mechanics and properties of matter
8.	Physical quantities, standards and units
9.	Force, motion and energy-electricity and Magnetism
10.	Heat, light and Sound
11.	Atomic and nuclear physics
CHEMISTRY	
1.	Elements and Compounds
2.	Acids, bases and salts
3.	Oxidation and reduction
4.	Chemistry of ores and metals
5.	Carbon, nitrogen and their compounds
6.	Fertilizers, pesticides, insecticides

BOTANY

S.No	Subject
1.	வாழ்க்கை அறிவியலின் முக்கிய கருத்துக்கள்
2.	உயிரினங்களின் பல்வேறு வகைகள்
3.	உணவூட்டம் மற்றும் திட்ட உணவு
4.	சுவாசம்

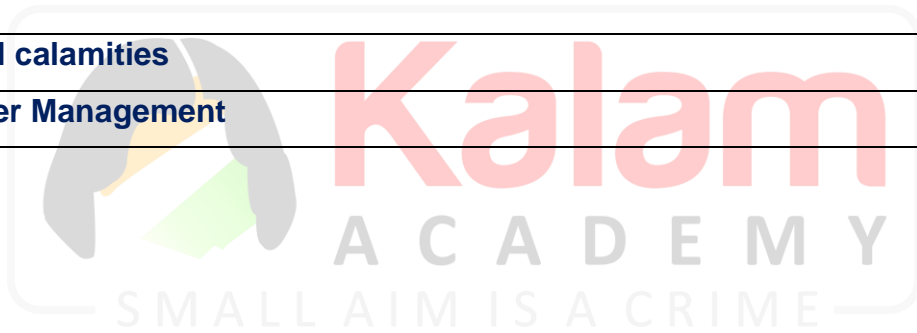
ZOOLOGY

S.No	Subject
1.	இரத்தம் மற்றும் இரத்த சுழற்சி
2.	இனப்பெருக்க மண்டலம்
3.	சுற்றுச்சூழல், சூழ்நிலையியல், ஆரோக்கியம் மற்றும் சுகாதாரம்
4.	மனிதனின் நோய்கள் பரவும் மற்றும் பரவா நோய்கள் உட்பட
5.	தற்காத்தல் மற்றும் தீர்வுகள்
6.	விலங்குகள், தாவரங்கள் மற்றும் மனித வாழ்வு



GEOGRAPHY

S.No	Subject
1.	Earth and Universe
2.	Solar system
3.	Monsoon, rainfall, weather & climate
4.	Water resources- rivers in India
5.	Soil, minerals & natural resources
6.	Forest & wildlife
7.	Agricultural pattern
8.	Transport including surface transport & communication
9.	Social geography
10.	population-density and distribution
11.	Natural calamities
12.	Disaster Management



INDIAN CONSTITUTION

S.No	Subject
1.	Constitution of India
2.	Preamble to the constitution
3.	Salient features of constitution
4.	Union, state and territory
5.	Citizenship-rights amend duties
6.	Fundamental rights
7.	Fundamental duties
8.	Human rights charter
9.	Union legislature
10.	Parliament
11.	State executive
12.	State Legislature – assembly
13.	Local government- panchayat raj
14.	Tamil Nadu
15.	Judiciary in India
16.	Rule of law/Due process of law
17.	Elections
18.	Official language and Schedule-VIII
19.	Corruption in public life
20.	Anti-corruption measures
21.	CVC, lok-adalats, Ombudsman, CAG
22.	Right to information
23.	Empowerment of women
24.	Consumer protection forms

BASICS OF VILLAGE ADMINISTRATION

S.No	Subject
1.	The role, functions duties and responsibilities of a Village Administrative Officer in VILLAGE and REVENUE ADMINISTRATION. [Questions may be on topics including VAOs role in assisting the police, reporting birth and death, implementing various schemes of the Government, recommending / furnishing inputs for income, Community, Destitute Widow, Marital Status, Patta and other adhoc and miscellaneous certificates]
2.	Records of revenue administration dealt with or handled by the VAO including 'A' Register, Patta, Chitta Adangal etc.
3.	Accounts maintained and furnished by the VAO at the end of every FASLI YEAR.
4.	Basic Principles / Information relating to classification of lands.
5.	Basic information on rates of assessment and annual revenue collection
6.	Basic information on forms of irrigation of land including those belonging to the Government
7.	Jamabandi-object, Officers in charge of conduct, time of completion of Jamabandi, scrutiny of inspection work, correction of pattas, issue of new patta, disposal of jamabandi check memo, closing of Village and Taluk Accounts, Village Statistical Registers, inspection of Karnams instruments maps and Registers (RSO- 12) scrutiny of accounts relating to Panachayat revenue.
8.	Role of VAO during calamities
9.	Basic information relating to assignment of lands / house sites in Villages and Towns.
10.	Grant of lands for cattle or dairy farms
11.	Levy of rents (Ground Rent / Quit Rent) etc.,
12.	Exemption from land revenue.
13.	Unauthorised occupation of Government land basic information about Land Encroachment Act 1905. Memorandum 'A', Memorandum 'B' etc.
14.	Title of lands (RSO 27) form, renewal, issue and entry of joint names in patta
15.	Rights and obligations of Ryotwari holder
16.	Procedure relating to conduct of inquiries in relation to age, marital status, income, domicile.
17.	Procedures relating to entering particulars into maintaining and issuing extracts of Adangal, Chitta and other revenue Registers.
18.	Basic principles of and procedures involved in survey, sub-division of a survey field and knowledge of Field Management Book.
19.	VAO's role in enforcing the fundamental duties of a citizen under article 51A (g) of the Indian Constitution to protect and improve the natural environment including forests, lakes, rivers and wild life and to have compassion for living creatures".
20.	Direct Revenue collections made under various heads by the VAO.
21.	Specific duties during festivals and common Village functions
22.	Basic information about Revenue Recovery Act
23.	Basic information relating to forest lands and resources.
24.	Basic information about sale of sandalwood and other valuable tress
25.	Basic information relating to Adivasis / Tribals and the role of a VAO in extending special protection and support of the Government to them.