



CSEB EXAM

(CO-OPERATIVE SERVICE
EXAMINATION BOARD)

PATTERN & SYLLABUS

Exam Pattern of CSEB:

160 multiple choice questions of 0.5 marks
from the following Subjects.



TOTAL 80 MARKS & NO NEGATIVE MARKS

Co-operation -25 questions

Co-operative Law-25 questions

Accountancy-25 questions

Banking-25 questions

Mathematics - 20 questions

English - 20 questions

G K and Current Affairs - 20 question

Co-operative law

- Kerala cooperative society ACT 1969
- Right and responsibility of member
- General body, Representative general body, Special general body
- Qualification to become committee member of a co-operative society
- Appointment of administrator investment of fund
- Bylaw amendment membership co-operative society
- Appointment of administrator investment of fund
- Bylaw amendment membership in co-operative society
- Enquiry inspection surcharge arbitration execution and liquidation appeal revision





- Review circular state cooperative union
- Election to the managing Committee supersession
- Service matters section 80 of KCS Act and rules framed there under
- Breach of trust launching of prosecution and recent amendment in KCS act and rules related there to
- Indian Finance Act 1994
- Kerala state cooperative agriculture and rural Development Bank act
- Kcs act of 1969
- Indian Evidence Act
- KSCARD Bank Act

KCS Act Sec 1 -110 and KCS Rules 1 -201

Accountancy

Definition, meaning, objective of accounting Accounting Principles

Salient features of co-operative accounting - co-operative accounting v/s. double entry and single entry accounting system. Books to be maintained by different types of co-operatives, important books commonly used in all co-operatives.

Statements and returns to be furnished to the Registrar. Posting in general ledger and special ledger, reconciliation of balances of general and special ledgers. Preparation and recording of receipts and disbursement statements. Final accounts -manufacturing account, trading and profit and loss account, profit and loss appropriation account, reserves and provisions, balance sheet





- Definition meaning objective of accounting
- Accounting Principles
- Co-operative accounting
- Type of accounting system
- Common accounting system in co-operative bank

Banking

- Types of Banks
- Commercial Banking Systems
- Functions of Commercial Banks
- Credit creation by Commercial Banks
- Reserve Bank of India – evolution
- Functions of RBI
- Methods of credit control
- Banker and Customer: general and special relationship between a banker and customer
- Negotiable instruments: different types.
- Organizations under short and medium term credit structure- PACS-DCB-SCB -objectives, functions, resources, lending operations.
- Organizations under long term credit structure - PCARDB- SCARDB- objectives, functions, resources, loan operations.
- Urban Co-operative Banks in India- objectives, functions, resources, loan operations.





- Employees Credit Co-operatives-objectives, functions, resources, loan operations.
- Role of NABARD in co-operative credit.

Co-Operation

- NCUI
- NCDC
- NCCT
- NCCE
- VAMNICOM
- NAFED
- ICA
- FOREIGN COOPERATION
- CO-OPERATIVE SOCIETIES ACT 1904 & 1912
- NABARD
- NCCF
- AIRCSC
- AIRCRC
- AMUL
- NDDB
- KSCARD
- URBAN BANK
- SPCS
- MARKETFED
- MILMA
- HANTEX
- COIR BOARD





Auditing

- Introduction to audit
- Objectives and features
- Audit classification
- Levy of audit fees
- Societies exempted from audit Fees
- Director of cooperative audit
- Scope of audit
- Audit rules
- Disposal of NP
- Duties and responsibility of auditor
- Importing terms related to audit
- Different types of audit

Mathematics & Mental Ability

- Speed and distance
- Simplification
- Work and time
- Percentage
- Simple and compound interest
- Number sequence
- Data interpretation
- Series problem
- Pattern
- Ratio and proportion





English

- Tense
- Concord
- Question tag
- Auxiliary
- Active voice passive voice
- Direct speech and indirect speech
- Degree of comparison
- Elder eldest
- Few little
- Proposition
- Conditional sentence
- Relative pronoun
- Synonyms and antonyms
- One word substitute
- Foreign words
- Collective noun
- Young Animals
- Conjunction
- Phrasal verb
- Idioms
- Animal sounds

GK & Current Affairs

- Geography of India & Kerala
- Countries, Capital & Currency
- Indian Constitution
- Agriculture Industry
- Indian & Kerala Political System
- Current Affairs
- Indian Economy
- Indian independence movement in Kerala
- Sports & Games
- World History & Indian History
- Contemporary Issues
- Arts, Entertainments, Religion, Mythology
- IT and Cyber Law





THANK YOU

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