

## विषय :- प्रयोगात्मक परीक्षा

## 1. Devnagari Typing – (Time: 10 minutes)

15 Marks  
10

प्रभावशाली नेतासित पहुँच भएको कुनै नेता-कार्यकर्ता भौतिक विलासी जीवन त्यागेर जोगी बन्यो भन्दा कसैले पनि नपत्याउन सक्छ । तर, त्यस्तो अपत्यारिलो घटनासमेत हुँदोरहेछ । तत्कालीन प्रधानमन्त्री कृष्णप्रसाद भट्टराईको दोस्रो कार्यकालमा सत्तामा सबभन्दा हावी बनेकी र लामो समय सत्ताको स्वाद चाखेकी पात्र अमिता कपाली जोगी (सन्यासी) बनिन् भन्ने सुन्दा अचम्ममात्र होइन अपत्यारिलोसमेत लाग्न सक्छ । ४४ वर्षीय कपालीले यसै साता भारतीय चर्चित पाइलट बाबाको भारतको नैनीतालको आश्रममा गई दीक्षा लिएर सन्याशी बनेकी हुन् । राजधानीको मध्यमवर्गीय परिवारमा सुखसयलमा हुर्केकी र भट्टराईको संगतमा लागेपछि भौतिक विलासी जीवन बिताएकी कपालीले अरू सन्याशीले जस्तै घरबारमात्र छाड्ने छैनन् कि दिनहुँ साधनामा लाग्नेछिन् । अरू सन्याशीले जस्तै गेरु वस्त्र लगाउने र शाकाहारी भोजन गर्नेछिन् । सन्याशी बने पनि उनले विभिन्न रोगले अशक्त नेता भट्टराईको सेवा भने जारी राख्ने भएकी छिन् । 'पाइलट बाबाले कपालीलाई किसुनजी (भट्टराई) जीवित रहेसम्म सेवा गर्ने छुट दिनुभएको छ' स्रोतले भने- 'किसुनजीको सेवा गरुन्जेल गुरुले उनलाई गेरु वस्त्र नलगाए पनि हुने छुटसमेत दिनुभएको छ । उनले वयोवृद्ध रोगी नेताको निस्वार्थ सेवा गरेको देखेर गुरु पाइलट बाबाले समेत उनलाई भट्टराई बाँचुन्जेल सेवा गर्ने जिम्मा दिएका हुन् । उनले भट्टराईलाई गरेको सेवा अनुकरणीय मानिन्छ ।

गुरुको सल्लाहअनुसार भट्टराईको सेवा गर्न बस्दा पनि कपालीले सन्याशीका रूपमा दिनहुँ साधनामा लागिरहनेछिन् । कपालीले सन्याशीको दीक्षा लिँदा नेता भट्टराई र पूर्वमन्त्री पीएल सिंहसमेत पाइलट बाबाकै आश्रममा सँगै थिए । भट्टराईसँगै उनी पटकपटक पाइलट बाबाकहाँ जान्थिन् । बाबाको जीवन र उनबाट पाएको शिक्षाबाट प्रेरित भएर कपाली सन्याशी भएको जानकारी उनी निकट स्रोतले दिएका छन् । नेता भट्टराई, सिंह र कपाली शुक्रबारसम्म फर्किसकेका छैनन् । उनीहरू पाइलट बाबाको नैनीतालस्थित आश्रममा नै छन् । उनी २०४९ सालदेखि भट्टराईको सहयोगीका रूपमा कार्यरत छन् । २०४३ को नगर निर्वाचनमा उनी कांग्रेसबाट काठमाडौँ वडा नं. १ बाट वडा सदस्य निर्वाचित भएकी कपालीको भट्टराईसित पहिल्यैदेखि चिनजान थियो । ललितपुरको बखुण्डोलस्थित भान्जाको घरमा बस्दै आएका भट्टराईले आफूलाई भेट्न आएका कपालीलाई भने 'तिमी मेरो सहयोगीका रूपमा मेरो निवासमा बस । तर, उनले सुरुमा मानिन्नन् ।

स्रोतका अनुसार जब त्यो कुरा काठमाडौँ कांग्रेसका नेता तीर्थराम डंगोलले थाहा पाए । उनले कपालीलाई भने- 'तिमीले बस्दिन भनेर गल्ती गर्‍यो । किसुनजीकहाँ गएर बस र सहयोग गर । त्यसपछि उनी भट्टराई निवासमा गइन् र निस्वार्थ ढंगले निरन्तर भट्टराईको स्याहारसुसार गर्दै आएकी छन् । उनले भट्टराईको सेवा गर्दागर्दै जीवनकै महत्वपूर्ण पक्ष विवाहसमेत गरिन्नन् । भट्टराईकहाँ बस्न थालेपछि कपालीका विरुद्ध विभिन्न प्रचार गरिए, तर उनले कहिल्यै पर्वाह गरिन्नन् । उनले रोगी भट्टराईको यति राम्ररी स्याहार गर्दै आएकी छन्, त्यति हेरचाह त छोराछोरीले आफ्ना वृद्ध बाबुआम्मालाई पनि गर्दैनन् । उनले किसुनजीका लागि आफ्नो जीवनको उर्वरकाल बिताइन्' भट्टराई निकट स्रोतले भने- 'सन्याशी बनेपछि पनि भट्टराईलाई जीवनपर्यन्त सहयोग गर्छु भन्नु उनको महान्ता हो । राजधानीको नागपोखरीमा जन्मेकी कपालीका बुबा मोहनलाल र ठूलो बुबा सहर्षनाथ दुवै दलित आन्दोलनका अग्रणी नेता हुन् । मोहनलाल र जवाहर रोकाले पछाँटे जाति सुधार संघ भन्ने संस्था खोलेर जातीय विभेदको विरोधी आन्दोलन सुरु गरेका थिए । कांग्रेसमा लागेका उनीहरूले २०११ सालमा दलितहरूले पशुपति मन्दिर प्रवेश आन्दोलनको नेतृत्व गरेका थिए । सहर्षनाथ पञ्चायतकालमा राष्ट्रिय पञ्चायतका सदस्यसमेत भएका थिए । बुबा र ठूलो बुबाको प्रेरणाबाट उनी सानैदेखि विद्यार्थीदेखि नै कांग्रेस राजनीतिमा लागिन् ।

## 2. English Typing – (Time: 5 minutes)

~~5~~ Marks  
10

Modern governance—as a structure of norms, rules, processes and institutions—enables national actors to organize information, knowledge and capacities to formulate joint policies and achieve common goals-- national security, rule of law, public access to information, citizen participation in civil bodies, delivery of public goods and services and resolution of various types of conflict. The concept of governance marks a paradigm shift from the state-centric to society-centric regime. Horizontal macro actors of governance—the state, the market and all intermediary actors, institutions, networks and movements constituted as civil society—are autonomous decision making bodies. The vertical actors --- District Development Committees (DDC), Municipalities and Village Development Committees (VDCs) and similar forms of hierarchically designed sectoral units of various business chambers, ministries, departments and corporations—are decision implementing units. Adaptive governance requires a complex system of decision making rules regarding information, incentives, compliance and feedback.

Government is a territorial entity located within the state. Governance, by contrast, is de-territorialized. Governance is a coordinated regime and, therefore, its synergy can be captured through proper communication, coordination, coherence, steering and collective action of its actors under the vision defined by the Interim Constitution of Nepal and various international regimes of which Nepal is a member. Similarly, its normative means and ethical values are assessed in terms of its performance, neutrality, transparency, accountability and equity. In an information-driven society four fundamental concepts characterize the notion of democratic regime—sovereignty of citizens, inclusive nature of political system, autonomy of public sphere from the state and society for policy discourse and opinion formation and a sense of balance between law and politics. Without these attributes, the tendency of power elites to strategically frame public issues can easily distances citizens from the service of public administration and prevents the rationalization of social transformation.

Good governance enables citizens to have opportunities to secure their basic needs, freedoms and rights through an access to the state, markets, assets, and economic goods and properly regulated civic institutions so that even the poor, marginalized and excluded sections of the society can realize their potential self-worth. Are the governance actors in Nepal sufficiently cooperating to achieve their goals and deploying the normative means? This paper explains the nature of macro-actor of governance in Nepal, public administration, development and delivery of public goods, conflict resolution and presents a short conclusion.

**Perform the following questions (Q.N:- 3-6)**

**30 minute**

**3. Word Processing**

Copy 1<sup>st</sup> paragraph of English typing (Q.No. 2) and paste here to perform the following action:

- Insert page no. on bottom and header and footer as "EXAMINATION FINAL ONE"
- Break page into two column.
- Insert page no. on bottom and header and footer as "FINAL ABC"
- Apply dropcap in the first paragraph of text.
- Change the layout of page as given below.  
Page Size: A4 (8.20"×11.20"), Page Orientation: Landscape.
- Set watermark in the document as "TCN Exam"
- Apply read only password in the document as "Exam"
- Apply page no at the bottom center of document starting with IV.
- Insert any picture on top right corner.
- Type given equation  $\frac{-b \pm \sqrt{b^2 - 4ac}}{2a}$

12

1

1

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3

**4. Electronic Spreadsheet**

a) Prepare a worksheet as follows. Payroll for the month of .....

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| SN          | Name          | Position  | Salary | No. of Grade | Grade Amt. | Total | Govt. Added | Grand Total | Deduction |     | Net Total | Tax | Net Pay |
|-------------|---------------|-----------|--------|--------------|------------|-------|-------------|-------------|-----------|-----|-----------|-----|---------|
|             |               |           |        |              |            |       |             |             | PF        | CIT |           |     |         |
| 1           | Bishnu Prasad | Manager   | 25000  | 2            |            |       |             |             |           |     |           |     |         |
| 2           | Manoj Kumar   | Officer   | 15000  | 5            |            |       |             |             |           |     |           |     |         |
| 3           | Narayan Man   | Assistant | 10000  | 7            |            |       |             |             |           |     |           |     |         |
| Grand Total |               |           |        |              |            |       |             |             |           |     |           |     |         |

b) Calculate with formula.

6

- Grade amount as Grade number multiplied by one day's salary.
- Total, 10%, additional amount from government, Grand Total, CIT deduction as 10%, PF deduction as 20%, Net total after deduction.
- 15% tax, if annual Net Total (i.e. 12\*Net Total) exceeds more than 3,00,000
- Net Pay and Grand Total on Net Pay

c) Prepare a bar diagram of all the employees and their salary.

3

**5. Database Management System**

3

- Create a database with given table having following fields, data type & size.
- Enter 2 records in it.
- Prepare a query to find out the name of employees whose salary is in between 30,000 to 60,000

Table Name: Employee

| Fields: | Data Type | Size | Attributes  |
|---------|-----------|------|-------------|
| EmpID   | Number    |      | Primary Key |
| EmpName | Text      | 40   |             |
| Address | Text      | 50   |             |
| Email   | text      | 50   |             |
| Salary  | Currency  |      |             |

Contd. ....

## **6. Presentation System**

**3**

Do the following task in Microsoft PowerPoint

- a) Create 3 slide about our country Nepal. First slide should be title slide and other should be title and content slide. Second slide have any chart and third slide have a hyperlink that redirect to PSC website. 1
- b) Apply any animation to the title of first slide. 1
- c) Add data and slide number as footer. 1

**~ The End ~**