



A Comprehensive Book For

# OPSC

ASSISTANT SECTION  
OFFICER

Odisha Secretariat Service

Latest Edition Includes

**PAPER - I**  
General Awareness

**PAPER - II**  
Reasoning & Mathematics

**PAPER - III**  
English & Oriya Language

Theories with Detailed  
Approach & Examples

**3000+**  
**Questions**  
.....  
with Detailed  
Solutions

# CONTENTS

## SECTION A QUANTITATIVE APTITUDE

1. Number System and LCM & HCF .....	A-02
2. Ratio, Proportion and Partnership .....	A-18
3. Percentage .....	A-28
4. Profit and Loss .....	A-35
5. Simple Interest and Compound Interest .....	A-45
6. Average .....	A-55
7. Age .....	A-62
8. Time and Work .....	A-68
9. Pipe and Cistern .....	A-82
10. Speed, Time and Distance .....	A-91
11. Mixture & Alligation .....	A-102
12. Mensuration .....	A-109
13. Permutation, Combination and Probability .....	A-121
14. Algebra .....	A-137
15. Statistics .....	A-147

## SECTION B ENGLISH LANGUAGE

### Part-I : Grammar

1. Noun .....	B-02
2. Pronoun .....	B-18
3. Tenses .....	B-26
4. Conditional Sentences .....	B-37
5. Verb .....	B-40
6. Subject Verb Agreement or Syntax .....	B-45

7. Articles .....	B-53
8. Adjective .....	B-59
9. Conjunction .....	B-68
10. Question Tag .....	B-74
11. Preposition .....	B-76
12. Adverb .....	B-87
13. Active & Passive Voice .....	B-92
14. Narration .....	B-97
15. Miscellaneous .....	B-103

### **Part-II : Vocabulary**

1. Commonly Mis-spelt Words .....	B-106
2. Idioms .....	B-113
3. One Word Substitution .....	B-124
4. Antonyms/Synonyms .....	B-152
5. Phrasal Verbs .....	B-163

### **Part-III : Reading Ability**

1. Reading Comprehension .....	B-167
2. Cloze Test .....	B-174
3. Parajumbles .....	B-179

### **Part-IV : (Practice Sets)**

1. Error Correction .....	B-185
2. Sentence Improvement .....	B-187
3. Fillers .....	B-189
4. Spelling Correction .....	B-191
5. Idioms and Phrases .....	B-193
6. One Word Substitution .....	B-196
7. Antonyms .....	B-198
8. Synonyms .....	B-200

**SECTION C**  
**REASONING & MENTAL ABILITY**

1. Number/Alphabet Series .....	C-02
2. Distance & Direction .....	C-06
3. Coding-Decoding .....	C-17
4. Ranking & Seating Arrangement .....	C-23
5. Arithmetic Reasoning .....	C-29
6. Non-Verbal Series .....	C-36
7. Mirror Images .....	C-43
8. Cube & Dice .....	C-51
9. Grouping Identical Figures .....	C-60
10. Embedded Figures .....	C-63

**SECTION D**  
**GENERAL KNOWLEDGE**

**Part-I : General Science (MCQ)**

1. Physics .....	D-2
2. Chemistry .....	D-19
3. Biology .....	D-34

**Part-II : General Awareness (MCQ)**

1. History .....	D-51
2. Geography .....	D-65
3. Polity .....	D-73
4. Economics .....	D-86
5. General Knowledge .....	D-89
6. Odisha Static GK ..	D-93

**SECTION E**

1. ODIA Language ..... E-1

**SECTION F**

**FULL-LENGTH MOCKS**

Mock 01 : OPSC ASO Paper-I ..... F-02  
Mock 02 : OPSC ASO Paper-I ..... F-11  
Mock 03 : OPSC ASO Paper-I ..... F-21  
Mock 04 : OPSC ASO Paper-I ..... F-30  
Mock 05 : OPSC ASO Paper-II ..... F-42  
Mock 06 : OPSC ASO Paper-II ..... F-54  
Mock 07 : OPSC ASO Paper-II ..... F-66  
Mock 08 : OPSC ASO Paper-III ..... F-79  
Mock 09 : OPSC ASO Paper-III ..... F-104  
Mock 10 : OPSC ASO Paper-III ..... F-125

