

**GOVERNMENT OF TAMILNADU
DEPARTMENT OF TECHNICAL EDUCATION, CHENNAI 600 025**

GOVERNMENT TECHNICAL EXAMINATIONS IN COMMERCE SUBJECTS - FEBRUARY 2020

TIME TABLE

- NOTE: 1. This Time-Table will be strictly followed even though, a holiday is subsequently declared on any day of the Examination that Examination, under any circumstances will not be stopped without written orders from this office.
2. All High Speed Examinations in Shorthand English and Tamil will be conducted only at State Institute of Commerce Education, Tharamani, Chennai 600 113.
3. The Examinations in Junior Grade Typewriting Subjects will be conducted in Five Batches and Senior grade Typewriting Examinations in Four batches. The Candidates has to appear only in the Batches allotted to them.

SHORTHAND - HIGH SPEED TESTS

CENTRE: STATE INSTITUTE OF COMMERCE EDUCATION, THARAMANI, CHENNAI 600 113

Day and Date (1)	Hours of Examinations (2)	Subject of Examinations (3)	Grade (4)	Kind or Sub-division of Paper (5)
Saturday 08.02.2020	10.00 a.m. to 10.05 a.m.	Shorthand Tamil High Speed	120 words Test	Part II – Dictation
	10.10 a.m. to 11.25 a.m.	Do.	Do.	Part II-Condensation
	11.35 a.m. to 11.40 a.m.	Do.	Do.	Part I - Dictation
	11.45 a.m. to 1.15 p.m.	Do.	Do.	Part I – Transcription
	10.40 a.m. to 10.45 a.m.	Do.	150 words Test	Dictation
	10.50 a.m. to 12.50 p.m.	Do.	Do.	Transcription
Sunday 09.02.2020	11.00 a.m. to 11.05 a.m.	Do.	180 words Test	Dictation
	11.15 a.m. to 1.30 p.m.	Do.	Do.	Transcription
	10.00 a.m. to 10.05 a.m.	Shorthand English High Speed	150 words Test	Part II – Dictation
	10.10 a.m. to 11.25 a.m.	Do.	Do.	Part II-Condensation
	11.35 a.m. to 11.40 a.m.	Do.	Do.	Part I - Dictation
	11.45 a.m. to 1.00 p.m.	Do.	Do.	Part I – Transcription
Saturday 15.02.2020	10.40 a.m. to 10.45 a.m.	Do.	180 words Test	Dictation
	10.50 a.m. to 12.20 p.m.	Do.	Do.	Transcription
	11.00 a.m. to 11.05 a.m.	Do.	200 words Test	Dictation
	11.15 a.m. to 1.00 p.m.	Do.	Do.	Transcription

LIMITED CENTRE - SHORTHAND EXAMINATIONS

Day and Date (1)	Hours of Examinations (2)	Subject of Examinations (3)	Grade (4)	Kind or Sub-division of Paper (5)
Saturday 15.02.2020	10.00 a.m. to 10.07 a.m.	Shorthand Tamil	Junior	Dictation
	10.15 a.m. to 11.30 a.m.	Do.	Do.	Transcription
	10.30 a.m. to 10.35 a.m.	Shorthand Tamil	Senior	Second Paper - Dictation for Condensation
	10.37 a.m. to 10.41 a.m.	Do.	Do.	Second Paper - Dictation for Elaboration.
	11.00 a.m. to 1.15 p.m.	Do.	Do.	Second Paper - Condensation and Elaboration Notes
	2.30 p.m. to 2.37 p.m.	Do.	Do.	First Paper - Dictation
	2.45 p.m. to 4.15 p.m.	Do.	Do.	First Paper Transcription
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LIMITED CENTRE - SHORTHAND EXAMINATIONS

Day and Date (1)	Hours of Examinations (2)	Subject of Examinations (3)	Grade (4)	Kind or Sub-division of Paper (5)
Sunday 16.02.2020	10.00 a.m. to 10.07 a.m. 10.15 a.m. to 11.15 a.m.	Shorthand English Do.	Junior Do.	Dictation Transcription
	10.00 a.m. to 10.04 a.m. 10.15 a.m. to 12.00 noon	Shorthand English Do.	Intermediate Do.	Second Paper - Dictation Second Paper - Elaboration Notes. First Paper - Dictation
	2.00 p.m. to 2.07 p.m. 2.15 p.m. to 3.30 p.m.	Do. Do.	Do. Do.	First Paper - Transcription.
	10.30 a.m. to 10.35 a.m.	Shorthand English	Senior	Second Paper - Dictation for Condensation
	10.37 a.m. to 10.41 a.m.	Do.	Do.	Second Paper - Dictation for Elaboration.
	11.00 a.m. to 1.15 p.m.	Do.	Do.	Second Paper - Condensation and Elaboration Notes
	2.30 p.m. to 2.37 p.m. 2.45 p.m. to 4.15 p.m.	Do. Do.	Do. Do.	First Paper - Dictation First Paper - Transcription

ACCOUNTANCY EXAMINATIONS

Day and Date (1)	Hours of Examinations (2)	Subject of Examinations (3)	Grade (4)	Kind or Sub-division of Paper (5)
Monday 17.02.2020	10.00 a.m. to 1.00 p.m. 2.00 p.m. to 5.00 p.m.	Accountancy Do.	Junior and Senior	First Paper Second Paper

COMMON CENTRE - TYPEWRITING EXAMINATIONS

Day and Date (1)	Hours of Examinations (2)	Subject of Examinations (3)	Grade (4)	Kind or Sub-division of Paper (5)
Saturday 22.02.2020	08.30 a.m. to 08.40 a.m. 08.50 a.m. to 09.35 a.m.	Typewriting English and Tamil	Junior	First Batch First Paper First Batch Second Paper
	10.15 a.m. to 10.25 a.m. 10.35 a.m. to 11.20 a.m.	Do.	Do.	Second Batch First Paper Second Batch Second Paper
	12.00 Noon to 12.10 p.m. 12.20 p.m. to 01.05 p.m.	Do.	Do.	Third Batch First Paper Third Batch Second Paper
	01.45p.m. to 1.55 p.m. 02.05p.m. to 03.05 p.m.	Typewriting English and Tamil	Senior	First Batch First Paper First Batch Second Paper
	03.45p.m. to 3.55 p.m. 04.05p.m. to 05.05 p.m.	Do.	Do.	Second Batch First Paper Second Batch Second Paper
Sunday 23.02.2020	09.00 a.m. to 9.10 a.m. 09.20 a.m. to 10.05 a.m.	Typewriting English and Tamil	Junior	Fourth Batch First Paper Fourth Batch Second Paper
	10.50 a.m. to 11.00 a.m. 11.10 a.m. to 11.55 p.m.	Do.	Do.	Fifth Batch First Paper Fifth Batch Second Paper
	12.50 p.m. to 01.00 p.m. 01.10 p.m. to 02.10 p.m.	Typewriting English and Tamil	Senior	Third Batch First Paper Third Batch Second Paper
	02.50 p.m. to 03.00p.m. 03.10 p.m. to 04.10p.m.	Do.	Do.	Fourth Batch First Paper Fourth Batch Second Paper
	10.50 a.m. to 11.00 a.m. 12.50p.m. to 01.00 p.m.	Typewriting English Typewriting Tamil	High Speed Do.	