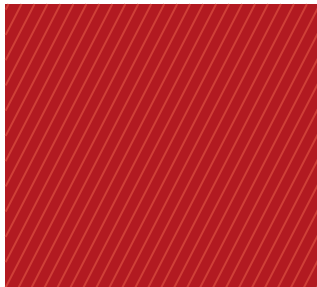


Your **Civil Services**
journey begins here



CERTIFICATE OF EXCELLENCE

'Year after Year' Dhyeya IAS has been recognized for imparting guidance to civil services aspirants using benchmarked quality practices. On the basis of scalability, innovation, achievements and impact potential our efforts and contribution have been acknowledged by *ET-NOW, The Times Group* and *India Today Group*.



Mr. Q.H. Khan is receiving Education Excellence Award from **Mrs. Shobha Dey**, Brands Academy & ET NOW



Mr. Vinay Singh is receiving Education Excellence Award from Hon'ble Governor of UP **Mr. Ram Naik**



DHYEYA IAS AN INTRODUCTION

Dhyeya IAS, one and a half decades old institution, was founded by **Mr. Vinay Singh** and **Mr. Q. H. Khan**. Ever since its emergence it has an unparalleled track record of success. Today, it stands tall among the reputed institutes providing coaching for Civil Services Examination (CSE). The institute has been very successful in making potential aspirants realize their dreams which is evident from the success stories of the previous years.

Quite a large number of students who desire of building a career for themselves are absolutely ill equipped for the fairly tough competitive tests they have to appear in. Several others, who have a brilliant academic record, do not know that competitive exams are vastly different from academic examination and call for a systematic and scientifically planned guidance by a team of experts. Here one single move may invariably put one ahead of many others who lag behind. Dhyeya IAS is manned by qualified & experienced faculty besides especially designed study material that helps the students in achieving the desired goal.

Civil Services Exam requires knowledge base of specified subjects. Classes at Dhyeya IAS are different from classes conducted in schools and colleges with respect to their orientation and approach. Classroom guidance at Dhyeya IAS is about improving the individual's capacity to focus, learn and innovate as we are comfortably aware of the fact that you can't teach a person anything, you can only help him find it within himself.



SAUMYA PANDEY

AIR 4

I want to give the full credit of my success of securing Rank 4 in my very first attempt to the whole team of Dhyeya IAS. I want to specially mention the guidance given by Vinay Sir, Khan Sir, Javed Sir, Amit Sir, Vijay Ved Sir, Jay Sir and other teachers and staff of Dhyeya IAS. It was the commitment and right strategy provided by the teachers that helped me to achieve this grand success in the first attempt itself.

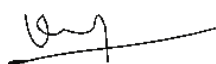
Director's Message

Mr. Vinay Kumar Singh

The guiding philosophy of the institute, throughout, has been creation of knowledge base. Dhyeya IAS inculcates human values and professional ethics in the students, which help them make decisions that are good not only for them, but also for the society, for the nation, and for the world as a whole. To fulfil its mission in new and powerful ways, each student is motivated to strive towards achieving excellence in every endeavor. It is done by making continuous improvements in curricula and pedagogical tools.

The rigorous syllabi not only instil in them, a passion for knowledge but also attempts to teach them how to apply that knowledge in real-life situations. The programmes lay emphasis on well-rounded personality development of the students and also inculcate the values of honesty and integrity in them.

Yours very truly,



Vinay Kumar Singh
CEO and Founder



LOK BANDHU

AIR 7

The personal guidance provided by director of Dhyeya IAS Vinay Singh has played an important role in my success. Today General Studies play a central role in the examination and in this context Dhyeya IAS team provided creative contribution in developing my understanding of complex and important subjects such as international relations, economy and governance.



Director's Message

Mr. Q H Khan

Dhyeya IAS is an institution that aims at the complete development of the students. Our faculty are highly experienced and qualified to ensure that the students are given every possible support in all their academic endeavors. It is a multidisciplinary institution which ensures that the students have ready access to a wide range of academic material.

Our brand of education has broad horizons as we believe in exposure. Our students are encouraged to widen their knowledge base and study beyond the confinements of the syllabus. We aim to lend a gentle guiding hand to make our students recognize their inner potential and grow on their own accord into stalwarts of tomorrow's society.

Yours very truly,

Q H Khan

Managing Director



SURYAPAL GANGWAR

AIR 8

General Studies is not just in depth study of a few subjects and important topics rather it is comparative study of various sections and also the art of making the same a part of one's behaviour and personality. This perception of Dhyeya IAS's Vinay Singh Sir towards General Studies has an incomparable contribution in my success. I will always remain obliged for this.

CIVIL SERVICES EXAM : INTRODUCTION

The Civil Services Examination is the most prestigious examination conducted at all India level for important services like IAS, IPS, IFS and IRS etc. which is organised every year by UPSC.

Civil Services Examination is considered to be nation's most prestigious yet toughest of all exams. It also provides us with not only a professional career but also an opportunity to do something special for the society and country.

Virtually every year, millions of aspirants from all corners of the country prepare to take the exam with the aim of making their dream come true and to achieve the ultimate success.



Category		
Attempt	Max. Age (Yrs.)	Attempt
General	32	6
OBC	32+3=35	9
SC/ST	32+5=37	As many as upto age limit
Physically disabled (Blind, Deaf-mute, Orthopedic)	32+10=42	If general then 9 OBC then 9 SC/ST- then upto age limit
J&K domicile if general then OBC then SC/ST then PH then	32+5=37 32+5+3=40 32+5+5=42 32+5+10=50	Depending on above categories viz.Gen, OBC, SC/ST, Disabled
Disabled serviceman discharged from duty if general then OBC then SC/ST then	32+3=35 32+3+3=38 32+3+5=40	-do-
Ex-serviceman with five years duty* specific condition on page2 of notification if general then OBC then SC/ST then	32+5=37 32+5+3=40 32+5+5=42	-do-

Pattern of the Examination

This examination consists of three stages, Preliminary, Mains and Interview.

Preliminary	June/August	General Studies Paper I and II (CSAT)	Paper I = 200 Marks Paper II = 200 Marks
Mains	October/December	Essay General Studies (Paper-I) General Studies (Paper-II) General Studies (Paper-III) General Studies (Paper-IV) Optional Subject (Paper-I) Optional Subject (Paper-II)	250 Marks 250 Marks 250 Marks 250 Marks 250 Marks 250 Marks 250 Marks
			Total- 1750
		Compulsory - English Compulsory - (Any of Indian Language - Under 8th Schedule)	300 (Only qualifying) 300 (Only qualifying)
Interview	March/May	Personality Test	275 Marks
			Total = 2025 Marks

Note : Marks obtained in preliminary examinations are not included for final merit list preparation.



ARVIND AGRAWAL

AIR 9

Dhyeya IAS's contribution in preparation for General Studies has been appreciable. The guidance provided by Dhyeya IAS's Vinay Singh Sir and Q.H. Khan Sir proved to be very helpful in my success. I am heartily obliged to the whole team of Dhyeya IAS.

SYLLABUS OF PRELIMS

Paper I (200 Marks) Duration : 2 Hours	Paper II (200 Marks) Duration : 2 Hours
⦿ Current events of national and international importance.	⦿ Comprehension
⦿ History of India and Indian National Movement.	⦿ Interpersonal skills including communication skills;
⦿ Indian and World Geography-Physical, Social, Economic Geography of India and the World.	⦿ Logical reasoning and analytical ability
⦿ Indian Polity and Governance - Constitution, Political System, Panchayati Raj, Public Policy, Rights, Issues, etc.	⦿ General mental ability
⦿ Economic and Social Development, Sustainable Development, Poverty, Inclusion, Demographics, Social Sector initiatives, etc.	⦿ Basic numeracy (numbers and their relations, order of magnitude, etc.) (Class X level),
⦿ General issues on Environmental Ecology, Bio-diversity and Climate Change - that do not require subject specialization.	⦿ Data Interpretation (charts, graphs, tables, data sufficiency etc.- Class X level)
⦿ General Science.	⦿ English Language Comprehension skills (Class X level).

Note: Recognition of questions related to English Language Comprehension Skills has been abated from the year 2015.

PRELIMS CUT-OFF

Category	2012	2013	2014	2015	2016	2017	2018	2019
General	209	241	205	107.34	116.00	105.34	98.00	98.00
EWS	-	-	-	-	-	-	-	90.00
Other Backward Classes(OBC)	190	222	204	106.00	110.66	102.66	96.66	95.34
Scheduled Caste (SC)	185	207	182	94.00	99.34	88.66	84.00	82.00
Scheduled Tribes (ST)	181	201	174	91.34	96.00	88.66	83.34	77.34
Physical Handicapped (PH-1)	160	199	167	90.66	75.34	85.34	73.34	53.34
Physical Handicapped (PH-2)	164	184	113	76.66	72.66	61.34	53.34	44.66
Physical Handicapped (PH-3)	111	163	115	40.00	40.00	40.00	40.00	40.66

Cut-off depends on the comparative performance of candidates appearing in the examination each year. In the year 2014, the cut-off was based on combined marks of Paper I and II, but from 2015, CSAT was made qualifying with 33% marks. Now, cut-off is based only on the basis of Paper I.

STAGE I : PRELIMS

Preliminary examination is the first and very important stage of the three stages of the Civil Services Examination.

STRUCTURE OF PRELIMINARY EXAMINATION

The Preliminary stage consists of two papers : General Studies Paper I and General Studies Paper II.

General Studies Paper I consists of 100 questions of 2 marks each which is to be answered in 2 hours.

General Studies paper II consists of 80 questions of 2.5 marks each which is to be answered in 2 hours.

For each question, for which a wrong answer is given, one-third of the marks assigned to that question are deducted as penalty. If a candidate gives more than one answer it is treated as wrong answer. If a question is left blank, there is no penalty for that question.



MAHESH KUMAR

AIR 14

The guidance and cooperation provided by Vinay Singh Sir is appreciable in preparation of General Studies. His personal suggestions regarding development of an understanding of the subject and preparing the answer format proved very helpful for me. I am obliged for this cooperation of Dhyeya IAS.

STRATEGY FOR PRELIMS

- UPSC requires a generalist for serving the highest echelons of administration in India. A generalist is someone who knows something about everything, but not everything about something (called scientists or researchers). Your approach while reading should be somewhat like a generalist.
- For example, if you are reading about floods, you should focus on understanding their causes; implications (+ve and -ve); impact on human property and life ; their mitigation and management. You need not read scientific literature about floods, river flows, meandering etc. At most, read what they are and how are they related to an earthquake.
- Most of the candidates think of working hard only, but it is combination of hard plus smart work that would pay in this examination.
- All the aspirants do not belong to the same academic, economic and social background so their strategy also differs but for the final success in this examination, the candidates have to undergo the same process and pattern of the examination. So, even if the strategy will be different the paradigm must be kept high.
- One can clear the Civil Services Prelims in one shot. Understanding concepts should be the first priority because mugging up neither helps in Prelims nor in Mains. So focus on basic understanding; and wider coverage rather than detailed studies and intensive coverage.

FOR EFFICIENT AND EFFECTIVE STUDY:

- Read standard book from Cover to Cover.
- Don't make notes in the first reading itself.
- Keep your booklist short and simple. Better to read one book for each topic thoroughly, than flip through multiple sources.
- Read carefully and between the lines since Prelims questions can be tricky.
- Preliminary Exam is all about 'identifying' the correct answer among the 4 options given. It's all about elimination of the wrong options and identifying the correct one. Focus should be more on understanding the concepts.

PRELIMS QUESTION TREND ANALYSIS

Category	2014	2015	2016	2017	2018	2019	2020
Indian History & Indian National Movement	19	16	16	12	19	17	18
Indian Polity & Governance	10	13	6	23	13	15	16
India & World Geography	20	18	3	7	9	14	10
Ecology, Environment & Biodiversity	20	12	16	12	11	11	17
Indian Economy and Social Development	11	16	15	8	15	14	14
General Science	12	9	7	8	12	7	10
Current Affairs of National & International importance	08	16	37	30	21	22	15
Total	100	100	100	100	100	100	100

It is clear from the above table that there is a significant difference in the number of questions that is being asked from different sections each year. For example, about 16-18 questions were asked in the Geography from year 2011 to 2015 whereas in 2016, only 3 questions were asked. Same as in the Current Affairs section only 5-6 questions were asked in year 2011-12 whereas in 2016, 37 questions were asked. It is completely clear that under sectional study, we cannot ignore any of the sections but there is a need to give sufficient emphasis on all the sections.



SHWETA SINGHAL

AIR 17

Dhyeya IAS's Vinay Singh Sir's contribution proved very useful not only for General Studies but also for the personality test. Personal guidance provided by Khan Sir in Science & Tech also proved very helpful.

STAGE II : MAIN EXAMINATION

This is the second and most important phase of the Civil Service Examination in which the candidates are admitted after passing the Preliminary examination. About 15k-16k candidates are filtered for writing the main examination from the total set appearing in preliminary exam. The questions being asked in the main examination are subjective in nature. The subjects covered in main examination consist of four GS papers, one paper on Essay writing, two papers on optional subject chosen and two are compulsory language papers (one is English language and other one is of the Indian language mentioned in 8th schedule of the Constitution). In the main examination a descriptive answer is expected in organized manner. The candidates will be evaluated not only for their writing and analytical ability but also for the understanding of the various issues that hold importance from examination point of view, also playing an important role in the administrative system. The nature of the questions will be such that one can evaluate the general awareness of the candidates on various issues and subjects.



STAGE-II - MAIN EXAMINATION

A. Qualifying Papers

1. English - 300 Marks
2. Regional Language - 300 Marks
- [Up to Matriculation (Xth standard)]

B. Merit Papers

Paper-I Essay 250 Marks

Paper-II General Studies –I (Indian Heritage and Culture, History and Geography of the World and Society)	250 Marks	Paper-V General Studies –IV (Ethics, Integrity and Aptitude)	250 Marks
Paper-III General Studies –II (Governance, Constitution, Polity, Social Justice and International relations)	250 Marks	Paper-VI Optional Subject –Paper I	250 Marks
Paper-IV General Studies –III (Technology, Economic Development, Bio-diversity, Environment, Security and Disaster Management)	250 Marks	Paper-VII Optional Subject –Paper II	250 Marks

SUB TOTAL (Written test) 1750 Marks

STAGE-III - PERSONALITY TEST 275 Marks

GRAND TOTAL 2025 Marks



SRIMAN SHUKLA

AIR 18

I have taken guidance by the Dhyeya IAS's Vinay Singh Sir in my last attempt. The Inputs provided by him proved very helpful for personality test also. Even during this attempt, I was in constant touch with him that proved very beneficial. Along with that the guidance provided by Q.H. Khan Sir for Science & Tech proved very useful.

SYLLABUS MAINS

General Studies- I: Indian Heritage and Culture, History and Geography of the World and Society

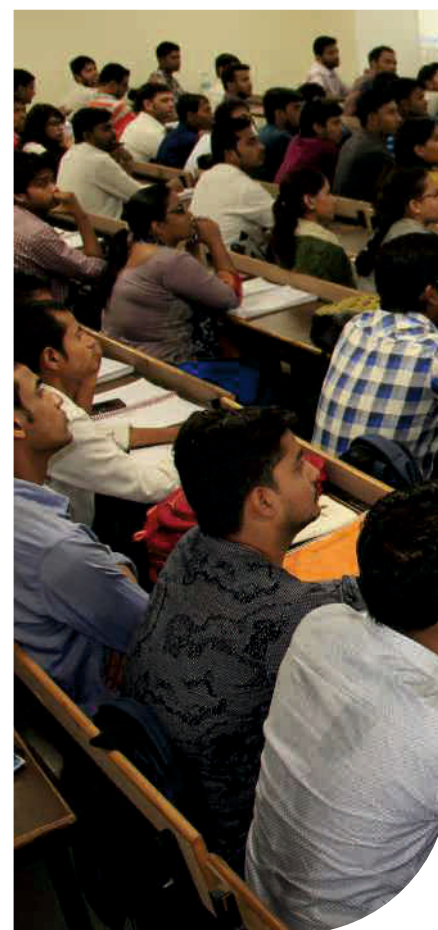
Indian culture will cover the salient aspects of Art Forms, Literature and Architecture from ancient to modern times.	Modern Indian history from about the middle of the eighteenth century until the present- significant events, personalities, issues.
The Freedom Struggle - its various stages and important contributors /contributions from different parts of the country.	Post-independence consolidation and reorganization within the country.
History of the world will include events from 18th century such as industrial revolution, world wars, redrawal of national boundaries, colonization, decolonization, political philosophies like communism, capitalism, socialism etc.- their forms and effect on the society.	Salient features of Indian Society, Diversity of India.
Role of women and women's organization, population and associated issues, poverty and developmental issues, urbanization, their problems and their remedies.	Effects of globalization on Indian society
Social empowerment, communalism, regionalism & secularism.	Salient features of world's physical geography.
Distribution of key natural resources across the world (including South Asia and the Indian subcontinent); factors responsible for the location of primary, secondary, and tertiary sector industries in various parts of the world (including India)	Important Geophysical phenomena such as earthquakes, Tsunami, Volcanic activity, cyclone etc., geographical features and their location- changes in critical geographical features (including waterbodies and ice-caps) and in flora and fauna and the effects of such changes.

General Studies- II: Governance, Constitution, Polity, Social Justice and International relations.

Indian Constitution - historical underpinnings, evolution, features, amendments, significant provisions and basic structure.	Functions and responsibilities of the Union and the States, issues and challenges pertaining to the federal structure, devolution of powers and finances up to local levels and challenges therein.
Comparison of the Indian constitutional scheme with that of other countries	Parliament and State Legislatures - structure, functioning, conduct of business, powers & privileges and issues arising out of these.
Structure, organization and functioning of the Executive and the Judiciary Ministries and Departments of the Government; pressure groups and formal/informal associations and their role in the Polity.	Separation of powers between various organs dispute redressal mechanisms and institutions.
Salient features of the Representation of People's Act.	Appointment to various Constitutional posts, powers, functions and responsibilities of various Constitutional Bodies.
Statutory, regulatory and various quasi-judicial bodies.	Government policies and interventions for development in various sectors and issues arising out of their design and implementation.
Development processes and the development industry- the role of NGOs, SHGs, various groups and associations, donors, charities, institutional and other stakeholders	Welfare schemes for vulnerable sections of the population by the Centre and States and the performance of these schemes; mechanisms, laws, institutions and Bodies constituted for the protection and betterment of these vulnerable sections.
Issues relating to development and management of Social Sector/Services relating to Health, Education, Human Resources.	Issues relating to poverty and hunger.
Important aspects of governance, transparency and accountability, e-governance- applications, models, successes, limitations, and potential; citizen's charters, transparency & accountability and institutional and other measures.	Role of civil services in a democracy.
India and its neighborhood- relations.	Bilateral, regional and global groupings and agreements involving India and/or affecting India's interests
Effect of policies and politics of developed and developing countries on India's interests, Indian diaspora.	Important International institutions, agencies and fora- their structure, mandate

PAPER I - ESSAY

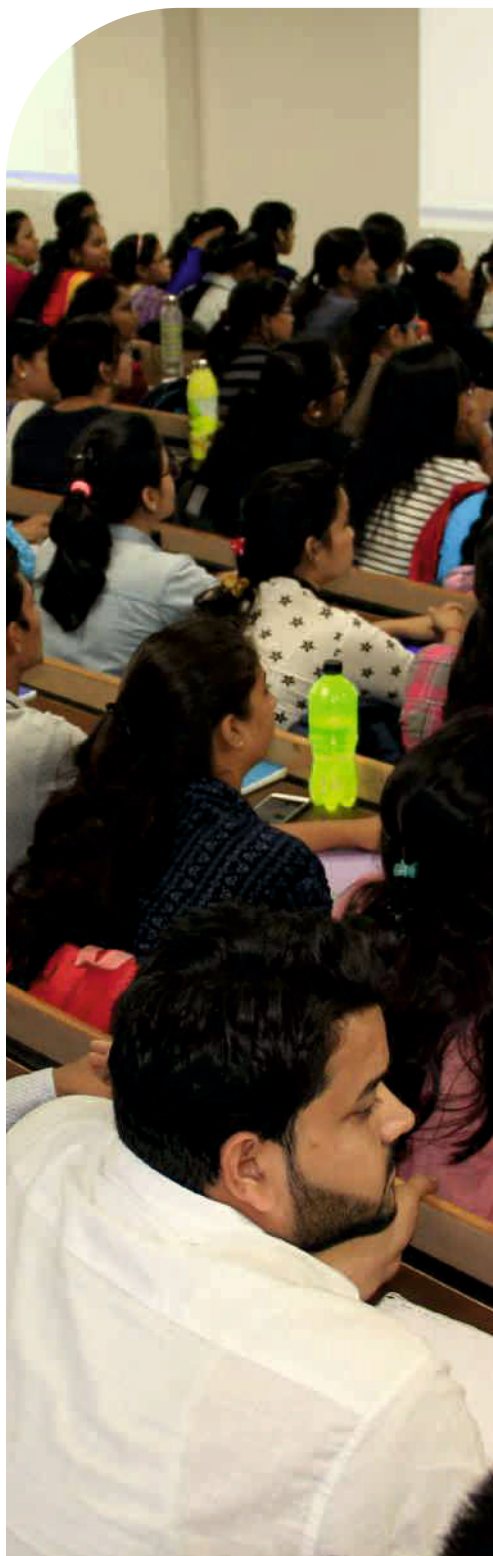
Candidates will be required to write an essay on a specific topic. The choice of subjects will be given. They will be expected to keep closely to the subject of the essay to arrange their ideas in orderly fashion, and to write concisely. Credit will be given for effective and exact expression.



PRIYANKA NIRANJANA

AIR 20

Preparing under the direction of Dhyeya IAS's Vinay Singh Sir proved extremely important and useful. Sir helped me particularly with my writing skill & making the right study material accessible to me



General Studies-III: Technology, Economic Development, Bio diversity, Environment, Security and Disaster Management.

Indian Economy and issues relating to planning, mobilization of resources, growth, development and employment.	Inclusive growth and issues arising from it.
Government Budgeting.	Major crops, cropping patterns in various parts of the country, different types of irrigation and irrigation systems storage, transport and marketing of agricultural produce and issues and related constraints; e-technology in the aid of farmers
Issues related to direct and indirect farm subsidies and minimum support prices; Public Distribution System- objectives, functioning, limitations, revamping; issues of buffer stocks and food security; Technology missions; economics of animal-rearing.	Food processing and related industries in India- scope and significance, location, upstream and downstream requirements, supply chain management.
Land reforms in India.	Effects of liberalization on the economy, changes in industrial policy and their effects on industrial growth.
Infrastructure: Energy, Ports, Roads, Airports, Railways etc.	Investment models.
Science and Technology- developments and their applications and effects in everyday life	Achievements of Indians in science & technology; indigenization of technology and developing new technology.
Awareness in the fields of IT, Space, Computers, robotics, nano-technology, bio-technology and issues relating to intellectual property rights.	Conservation, environmental pollution and degradation, environmental impact assessment
Disaster and disaster management.	Linkages between development and spread of extremism.
Role of external state and non-state actors in creating challenges to internal security.	Challenges to internal security through communication networks, role of media and social networking sites in internal security challenges, basics of cyber security; money-laundering and its prevention
Security challenges and their management in border areas; linkages of organized crime with terrorism	Various Security forces and agencies and their mandate

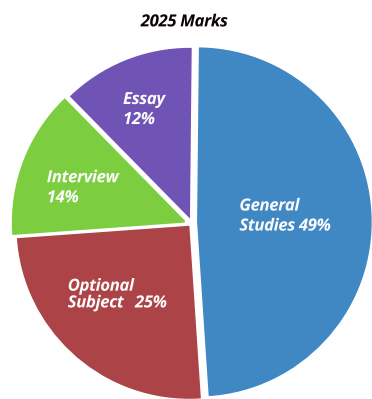
General Studies- IV: Ethics, Integrity, and Aptitude

This paper will include questions to test the candidate's attitude and approach to issues relating to integrity, probity in public life and his problem solving approach to various issues and conflicts faced by him in dealing with society. Questions may utilise the case study approach to determine these aspects. The following broad areas will be covered.	Ethics and Human Interface: Essence, determinants and consequences of Ethics in human actions; dimensions of ethics; ethics in private and public relationships. Human Values – lessons from the lives and teachings of great leaders, reformers and administrators; role of family, society and educational institutions in inculcating values.
Attitude: content, structure, function; its influence and relation with thought and behaviour; moral and political attitudes; social influence and persuasion.	Aptitude and foundational values for Civil Service, integrity, impartiality and non-partisanship, objectivity, dedication to public service, empathy, tolerance and compassion towards the weaker sections.
Emotional intelligence-concepts, and their utilities and application in administration and governance.	Contributions of moral thinkers and philosophers from India and world.
Public/Civil service values and Ethics in Public administration: Status and problems; ethical concerns and dilemmas in government and private institutions; laws, rules, regulations and conscience as sources of ethical guidance; accountability and ethical governance; strengthening of ethical and moral values in governance; ethical issues in international relations and funding; corporate governance.	Probity in Governance: Concept of public service; Philosophical basis of governance and probity; Information sharing and transparency in government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work culture, Quality of service delivery, Utilization of public funds, challenges of corruption.
Case Studies on above issues.	

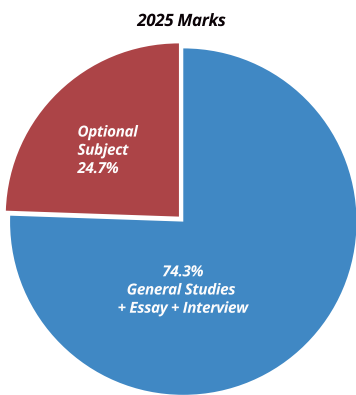
LIST OF OPTIONAL SUBJECTS

- Agriculture
 - Animal Husbandry and Veterinary Science
 - Anthropology
 - Botany
 - Chemistry
 - Civil Engineering
 - Commerce and Accountancy
 - Economics
- Electrical Engineering
 - Geography
 - Geology
 - History
 - Law
 - Management
 - Mathematics
 - Mechanical Engineering
 - Medical Science
- Philosophy
 - Physics
 - Political Science and International Relations
 - Psychology
 - Public Administration
 - Sociology
 - Statistics
 - Zoology
- Literature of any one of the following languages:
Assamese, Bengali, Bodo, Dogri, Gujarati, Hindi, Kannada, Kashmiri, Konkani, Maithili, Malayalam, Manipuri, Marathi, Nepali, Oriya, Punjabi, Sanskrit, Santhali, Sindhi, Tamil, Telugu, Urdu and English.

MAIN EXAMINATION : MARKS DISTRIBUTION



The more you have grip over General Studies, the easier it is in Essay paper and interview stage.



Essay - 250 Marks
General Studies -1000 Marks
Optional - 500
Interview 275 Marks
It is clear that Main Examination is GS centric and it is multi-dimensional in nature.



CUT-OFF MAIN EXAM

Category	2014	2015	2016	2017	2018	2019
General	678	630	787	809	774	751
EWS	-	-	-	-	-	696
OBC	631	677	745	770	732	718
SC	631	622	739	756	719	706
ST	619	617	730	749	719	699
PH-1	609	580	713	734	711	663
PH-2	575	627	740	745	696	698
PH-3	449	504	545	578	520	374

STRATEGY FOR MAINS

Formulated strategies along with proper time management followed with commitment are the only way to prepare for Civil Services Examination.

Know the syllabus thoroughly: Thorough knowledge of the syllabus is the first requirement before you start your preparation. It is only the syllabus which spells out the specific details of the areas of subject from which question can be asked in Civil Services Exam. Periodic reference to the syllabus would avoid wastage of time and effort by skipping topics which are not covered in the syllabus. It makes you aware of what precisely has to be studied. This is important because time at your disposal is limited. It can help you to plan your study in a better way by marking areas of study where you are comfortable and where you have problems.

There is no single formula for success - Evolve your own strategy: It is said that man is the best master of himself. No one can understand you better than you yourself. You can take suggestions to apply for plan development but these should not bind you. Rely on your own method of study believing that this is the only right method. For example, if you like to study silently, do accordingly. If you prefer a particular spot for your study, it is better to sit there. Also, you may develop habit of reading fast. The best thing one can do is to have an access to all the relevant facts, study them and plan one's own strategy for preparing for the IAS exam. As each one of us differ in strengths and weaknesses, likes and dislikes so does the strategy for this exam.

Plan your study subject wise: Planning plays a crucial role. It has been rightly said, "If you have no plan then, you are planning to fail." A systematic and planned approach always helps. Planning in terms of preparation means to frame around the three pillars of success: conceptual clarity, contextual familiarity and application expertise. It requires continuous effort.

A good planning involves consulting your seniors, dividing your entire time into periods of one month each and plan to complete a block of lessons by the end of each period, setting study goals for each day, each week and each month. Remember, your plan should not be too detailed or too sketchy but it should be a balanced one. Each subject must be given proper and regular time. Instead of preparing one subject at the cost of other subjects and all the three stages i.e. Prelims, Mains and Interview must be given proper consideration which will also help in breaking monotony. Prepare good notes during self study. If you want to make the concept more clear, then, while preparing notes of lectures, leave some space and just after the lecture fill up the space with clarifications.

Study the trend of previous year question papers: Study the trend from previous year question papers and draw marks' distribution of each subject to find out which topics are most and which are least important. Give priority to important topics and try to put them in early stage of your preparation to avoid any possibility of these being left. Review your plan periodically to find out if there are any lapses and how they can be covered up.

Selection of books: Which books you select and read play a crucial role. Great care is needed while choosing books. The more number of books you read, the more confused you may become and waste a lot of your time. Instead of going through a lot of books, try to read only one quality book for each topic which makes the basic concepts clear to you. Procure the books you need well in advance to avoid the last minute hassle.

Selective and Reflective Study: Your study should be quality based not quantity based. You should not lay emphasis on just reading more and more books, magazines and journals but reflect on your subject and try to master it. You should develop your rational faculty to assimilate relevant information and analyze problems dispassionately. Your reading must be purposeful. Distinguish between the important and the irrelevant reading material. You must keep in mind what is useful from the examination point of view.



IMPORTANT TIPS FOR ANSWER WRITING

START NOW The first rule to remember is that you should not wait till you finish the whole UPSC syllabus to embark on an answer writing spree. You should start it simultaneously while covering the syllabus. The more you practice, the better you will get at it. Success in the UPSC exam is not determined by how much you know, but by what and how you write in the answer booklet.

QUALITY & QUANTITY If you think just by filling up the prescribed word count, you can fool the examiner, think again. The UPSC assesses your knowledge and ability to express that knowledge in the most effective manner. Not only you should take care of the word limit but you should also ensure to write what is asked in the question. Understanding the exact requirement of the question comes only with practicing scores of previous years' question papers.

EVALUATE It is not enough to merely write out answers and prepare for the IAS exam. You should also get your answers evaluated by teachers, seniors or mentors. Only this way you can analyse your shortcomings and correct yourself.

HOLISTIC ANSWERS When you are practicing answer-writing, make sure you write holistic answers. Your answers should be clear, neat, have examples and relevant concepts, crisp (not vague and jumbled) and creative. Dynamic questions warrant dynamic answers. So, read newspapers regularly to improve your vocabulary and writing style. The prerequisite to writing well is to inculcate a habit of reading well.

GS PAPERS VERSUS OPTIONALS It is better to avoid jargon in the GS papers since your answers should be multifaceted and broad. Here, you must give a generalist approach in your answers. However, in the optional subject papers, you can afford to go a little deep and include technical terms. This is because the examiner, in this case, is also a specialist. So, when you practice writing answers, keep in mind the difference between writing answers for GS and optional papers, and prepare accordingly for each.

STAGE III : PERSONALITY TEST (INTERVIEW)

The candidate will be interviewed by a Board which will have before it, the record of his career. He/she will be asked questions on matters of general interest. The object of the interview is to assess the personal suitability of the candidate for a career in public service by a Board of competent and unbiased observers. The test is intended to judge the mental calibre of a candidate. In broad terms, this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualities, to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

The technique of the interview is not that of a strict cross-examination but of a natural, though directed and purposive conversation which is intended to reveal the mental qualities of the candidate.

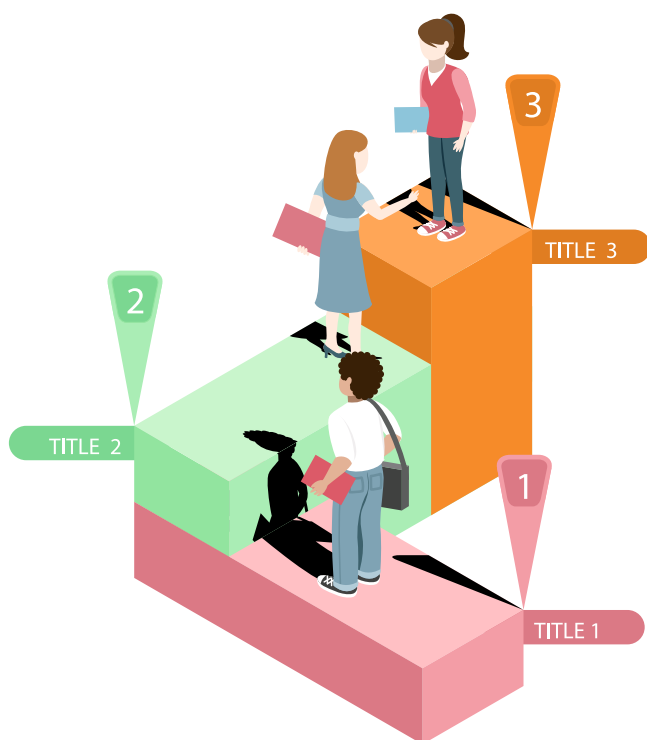
The interview test is not intended to be a test either of the specialized or general knowledge of the candidates which have been already tested through their written papers. Candidates are expected to have taken an intelligent interest not only in their special subjects of academic study but also in the events which are happening around them both within and outside their own state or country as well as in modern currents of thought and in new discoveries which should rouse the curiosity of well educated youth.



Interview has a great scoring potential. Though the process is just of 25 to 30 minutes but marks scored have a wide range: 130 to 225. It is the last chance to maximize final score. Even if score in the Written Examinations is near the cut-off, one can score very high and be in the selection list.

According to UPSC Report 2015, it has been observed that in the last decade, 90 per cent of the candidates who were invited for the personality test secured less than 55 percent of the total prescribed marks.

However, to be assured of a Class-1 service, one has to generally obtain about 60 per cent marks. It has been noticed that only those, securing 66 per cent and above are sure of getting a service of their own choice. The figures clearly reveal that the marks in the personality test plays a determining role in final selection of the candidate.



DHYEYA IAS - STRATEGY OF CLASSROOM PROGRAMME

Since its establishment in the year 2003, Dhyeya IAS has been a pioneer amongst institutions. More specifically from the very beginning, it has been a dedicated institution for General Studies.

OUR CLASSROOM PROGRAMME

According to the demand of the civil services examination Dhyeya IAS developed a proper strategy. Dhyeya IAS classroom programme operates at three levels.

FOUNDATION + ADVANCE

This is an year long program of about 850-900 hours. Keeping a minute observation of the whole curriculum (Syllabus) under this level, there are detailed and analytical lectures on all the sections of the given syllabus and more emphasis is given on the development of conceptual understanding of aspirants. As all students at this stage are completely new and they have little understanding of strategy and content, the responsibility of the institute becomes crucial, that it does justice to the student's requirements. It is our priority to develop the aspirant's interdisciplinary approach at this level and also the development of an exam-oriented approach within them. Once the above approach develops within the candidate, he/she becomes self-reliant and then he/she needs only value addition.

PRELIMS SPECIAL CLASSES

(Crash Course including Budget, Economic Survey & Current Affairs)

Dhyeya IAS organizes this classroom program for those students of Dhyeya IAS whose 1st level classroom program has been completed and who are going to appear in Preliminary Examination. At this level, first of all, Dhyeya IAS holds 25-30 hours special classes on Budget and Economic Survey. Then, classes on how to deal with the questions related to current affairs in Preliminary examination are held, in order to maximize the study benefits in minimum time frame. Finally, we organise PT Crash Course of 150-160 hours before the preliminary exam. Under this programme, we revise and update the dynamic section of the prelims syllabus as well as more emphasis on the complex traditional topics like Art and Culture, Environment & Ecology and Science & Technology. This classroom programme has been extremely beneficial for many years. Candidates have a direct benefit in atleast 25-30 questions in the Preliminary Examination.

MAINS SPECIAL CLASSES

This is the most important classroom programme because it is for those students who have full probability of qualifying the preliminary exam. This program is conducted immediately after the preliminary exam. Duration of this program is 3-3½ months. This initiative of Dhyeya IAS is to make such honest efforts so that the candidates can get a place in the final merit-list. The purpose of this classroom program is to cover whole mains syllabus from exam point of view in just 300 hours. These are highly quality oriented classes.

OPTIONAL SUBJECTS AT DHYEYA

To further top it off Dhyeya IAS offers various optional subject classes to the UPSC Civil Service aspirants. Optional Subjects offered by Dhyeya IAS are:

GEOGRAPHY

SOCIOLOGY

POLITICAL SCIENCE

PUBLIC ADMINISTRATION

HISTORY

HINDI LITERATURE

Dhyeya IAS offers the complete flexibility to its students to convert their subscription of pre cum mains Classes from Online to Offline mode at very minimal charges*.

DHYEYA ONLINE PROGRAMME

The All New DHYEYA pre cum mains Classes, in the Online & Offline mode is a full-fledged course for UPSC CSE 2022-23. It includes guidance for all three stages of the coveted examination – Prelims, Mains and Interview.

The need for Online Learning is mounting more than ever today. Necessitated by prevailing circumstances, online education outperforms its traditional classroom counterpart especially in times that we are living in. Irrespective of the state of affairs, it is imperative that 'the show must go on!'

Dhyeya IAS devoted to its tag line and does its best to simplify IAS exam preparation for its students by introducing Online Classes while retaining the aesthetics of Offline learning.

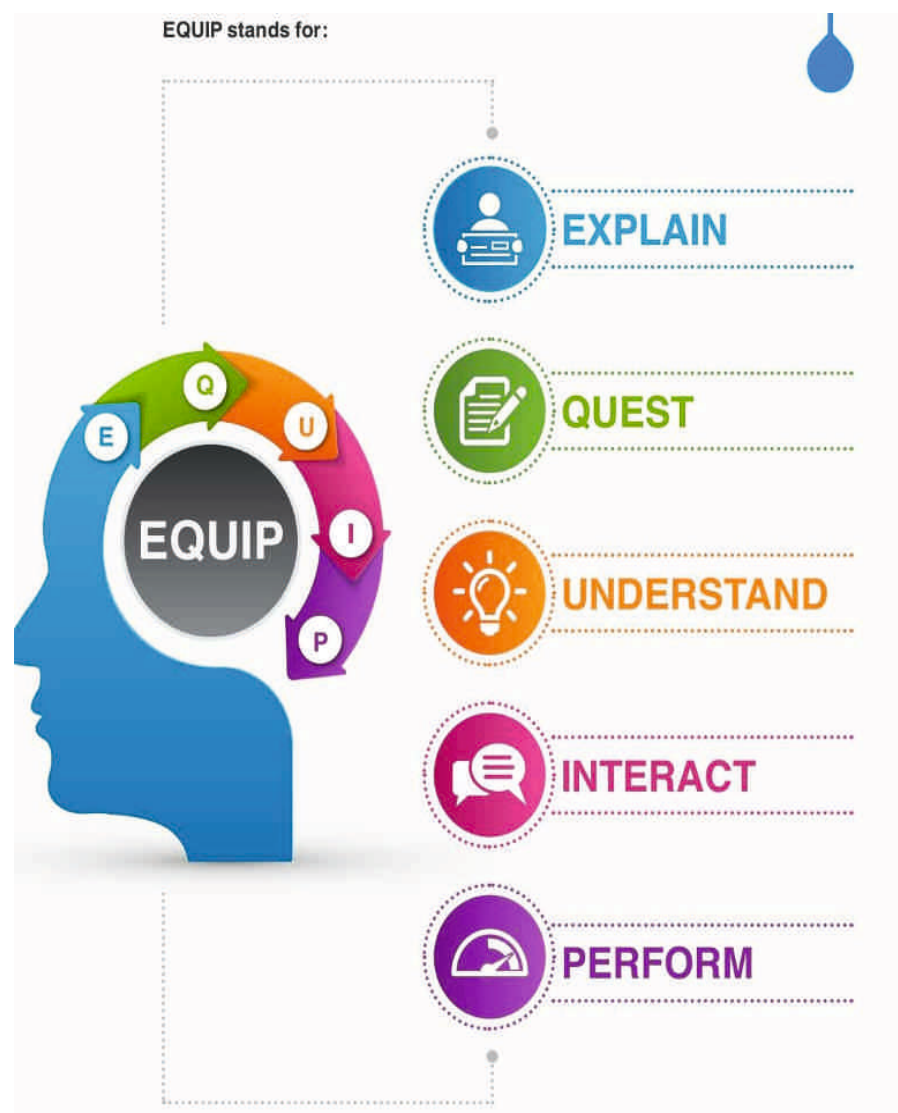
The main objective of this course is to provide personalized learning by empowering serious aspirants, especially fresher's, to establish strong foundations of basics, build on it by inculcating analytical skills, interact with and be mentored by trusted faculty at every step and adapt their preparation to the dynamic nature of this examination.

Dhyeya IAS helmed by its Founders and Directors, Vinay Sir and Q.H Khan sir, is backed by an experienced and supremely talented team of faculty, mentors and a Success & Mind set Coach, now more so than ever, the All New Classes comes loaded with EQUIP Strategy.



EQUIP STRATEGY

The Dhyeya IAS provides our unique EQUIP strategy of pre cum mains Classes is built on fundamentals of pedagogy that strives to enable an IAS aspirant to clear all three stages of the examination by acquiring knowledge and skills, helping them to be at their competitive best



EXPLAIN:

Key to succeed in the UPSC civil services exam is to have strong basics and absolute conceptual clarity. Our faculty will 'EXPLAIN' the most complex concepts in a lucid way so that any fresher can understand and use these concepts while solving questions of Prelims and Mains.

QUEST:

Every class lecture is accompanied by a small test-which we call as QUEST – that seeks to test your knowledge and skills both. These tests will help bring discipline and seriousness in your exam preparation.

UNDERSTAND:

Post-Quest, discussions are conducted that further helps you to understand how the concepts that you have learned as part of the 'EXPLAIN' component needs to be applied and remembered from exam point of view. The faculty will extensively use previous year questions and their own set of questions to illustrate how you must align exam preparation to prepare smartly without stress. This is 'UNDERSTAND', the U-component of EQUIP.

INTERACT:

Lectures with interactive discussions enhance the quality of learning and also helps in inculcation of more ideas as every student could contribute. This 'INTERACTION' component will be facilitated at the end of each lecture where you can clear your doubts and contribute your own ideas too.

PERFORM:

Weekly Prelims tests, fortnightly Mains tests and comprehensive Prelims & Mains test upon completion of every subject are conducted for you to finally 'PERFORM', enabling you to be at your competitive best to ace the IAS examination. These tests will help you revise and test knowledge and skills that you have acquired through classes and self-study.

EMOTIONAL QUOTIENT:

Finally EQ (EQuip) also matters. Without a strong Emotional Quotient, you cannot sustain the long audacious journey of civil service preparation. Moreover you cannot perform well in interview round of civil service examination. Keeping this in mind, our mentorship program offers you the much needed emotional support in addition to academic support.



Toppers Chose & Recommended the classroom programme and Test Series of Dhyeya IAS



Practice what you learn everyday through:

- Daily Prelims & Mains Class Tests
- Weekly Prelims Revision Test
- Fortnightly Mains Revision Tests
- Full Length Prelims and Mains Tests post completion of every subject



Integrated Classes for Prelims + Mains with exhaustive coverage of entire syllabus (GS+CSAT).



Personal Mentor :

A trusted adviser to track your progress thoroughly



Special Feature:
Integrated Ethics and Essay classes.



Live doubts Clearance session + Doubts clearance via chat.



Comprehensive coverage of Current Affairs for Mains through the most promising I-CAN Initiative

CLASS ROOM PROGRAMME

Premium Batch: Focus on the coverage of PT and Mains syllabus with special focus on perspective development in line with the ever evolving demands of IAS exam.

Mains Batch: Coverage of Mains syllabus with special focus on the development of answer writing skills, analytical abilities along with preparation of Essay.

CSAT Batch: Focus on the development of analytical reasoning, comprehension, data analysis, building quantitative aptitude and decision making skills.

Focus Batch: Coverage of entire Prelims syllabus at foundation level.

OTHER PROGRAMMES

All India Test Series (Prelims and Mains) - To prepare the aspirants methodically before taking the final leap.

Crash Course (Prelims and Mains) - A comprehensive **revision course** for final touch.

Interview Guidance Programme - Mock interview with exhaustive feedback, counselling and training sessions to align the personality traits in tandem with bureaucratic skills for the best performance.

PMI (Pre-Mains-Interview) : Monthly initiative to boost the confidence of our aspirants at each step of the examination.

Student Portal : Aiding aspirants, especially from far-flung areas, in enhancing their answer writing skills along with being a reservoir of learning material.



Ajit

AIR 26

Dhyeya IAS's contribution in preparation of General Studies is incomparable. The personal guidance provided by Vinay Sir and the study material provided by him remains matchless. I will always remain obliged to the directions provided by Sir for my success.

PROGRAMME PARAMETERS

DHYEYA IAS

OTHERS

Integrated course (pre-cum mains) for CSE



Revision courses targeting prelims (45 days) & Mains (60 days) for DHYEYA IAS students



All India Prelims & Mains *Test Series*



Some institutes

Weekly Current Affairs Perfect 7 Magazine



Interview Guidance Programme



Only a few

Concised and customised **study material**



Some institutes

Modular Prelims-Mains-Interview (PMI) Programme



DHYEYA IAS **Mobile App** for daily answer writing with evaluation



PERSONAL MENTOR for each student



Some institutes

Individual **performance tracking** through class test



Some institutes

Regular **interaction** with CSE toppers



Some institutes

SMART Classroom



Only a few

ONLINE mode of class available



Some institutes

DHYEYA IAS MOBILE APP

Dhyeya IAS App is an e-platform started by Dhyeya IAS in both English & Hindi to meet the demand of Civil Services Exam, especially for the students of rural background. It provides a platform for answer writing, essay writing etc. along with their evaluation. Current affairs based matter is made available to the students of both Hindi & English Mediums through this App.

Essential conditions to be successful in IAS/PCS Exam		Dhyeya IAS Mobile App	Other App & Websites
• Answer writing practice (Daily)	Hindi	✓	✗
	English	✓	✓
• Evaluation of Answers (Daily)	Hindi	✓	✗
	English	✓	*
• Model Answer (Daily)	Hindi	✓	✗
	English	✓	✗
• Current Issues -Evaluation & Questions (Daily & Weekly)	Hindi	✓	*
	English	✓	✓
• Essay Writing practice & Evaluation (Fortnightly)	Hindi	✓	✗
	English	✓	✗
• Online Videos (IAS/PCS)	Hindi	✓	✗
	English	✓	✓
• Test Series- Prelims (IAS/PCS)	Hindi	✓	*
	English	✓	✓
• Test Series - Mains (IAS/PCS)	Hindi	✓	*
	English	✓	✓
• MCQ- Weekly	Hindi	✓	✗
	English	✓	✗

(* some institutes)

ABOUT UDAAN PROGRAMME

After completion of 10+2, students feel confused over career issues. Though they have high energy level, strong willpower and hard-working attitude but due to lack of guidance and supervision, they feel helpless and depressed and finally their dreams and efforts go in vain. They just need a little help from a professional and eminent coaching institute. Dhyeya IAS is a platform which facilitates how to succeed in Civil Services Exam.

Dhyeya IAS provides undergraduate competitors a platform to remove all their doubts and prepares them to become best IAS officers of India.

MANTRA

How is it possible to become a civil servant through three years course (UDAAN)?

- All India entrance exam through which only willing and hard working students will be selected.
- Three stages based course. Each stage is well defined and well connected with other stages.

MISSION

To connect undergraduate students with their internal excellence and to enhance the quality level so that they can successfully compete in prestigious Civil Services Examinations from a very early age.



UDAAN METHODOLOGY

Our wonderful result's credit goes to using the latest innovative methodologies in our working system

1 CLASSROOM LECTURE

- Well defined and up to date course.
- Easy delivery of lectures.
- Focus on concept clarity.
- Interactive study and use of charts / diagrams.
- Develop reading & writing skills.

2 PROJECT ASSIGNMENT

- To enhance the interest of students.
- To enhance knowledge level of students.
- To develop good academic habits.

3 OPEN DISCUSSION

- Doubt clarity.
- Group discussion.
- Confidence building among students and their comparative evaluation.
- Use of latest methodologies i.e Audio, Video presentations.

4 INSTITUTIONAL TOUR & GUEST LECTURE

- To understand the functioning of government institutes such as school, MCD development authorities, we organize visits & tours.
- Senior bureaucrats and experts will share their rich experience.
- Students will understand the ground realities.

5 TEST AND TEST EVALUATION

- Daily concept clarity test.
- Weekly test.
- Revision test within a month.
- Rank wise position and encouragement.
- Focus to identify the weakness of students.

6 VALUE SYSTEM

- Our working system is based on some basic values. These values are hard work, discipline, integrity, co-operation etc. We are focused on how to make students good citizens and good officers. Our value system runs in our routine classes.

7 PARENTS/STUDENTS/TEACHER MEETING/FEEDBACK

- Monthly meeting with parents so that parents understand the progress of their children.
- We ensure parental participation in student's classroom progress.
- Parents will get a message from institution if student does not attend the class.
- Feedback forms will be filled by students/Parents.

UDAAN COURSE STRUCTURE

It is our faith that if the student follows below mentioned process he/she will achieve guaranteed success.



UDAAN 1ST YEAR- FOUNDATION LEVEL

We will focus on conceptual clarity and doubt clearance and develop the analytical and critical points of view. Reading and learning skills among students will be developed. Students will understand graduation level subject very well as well as History, Economics, Polity, Geography etc. Their awareness level will be enhanced through project assignment, newspaper and magazine reading.

At this level, they will become confident to pass the civil services exam successfully.

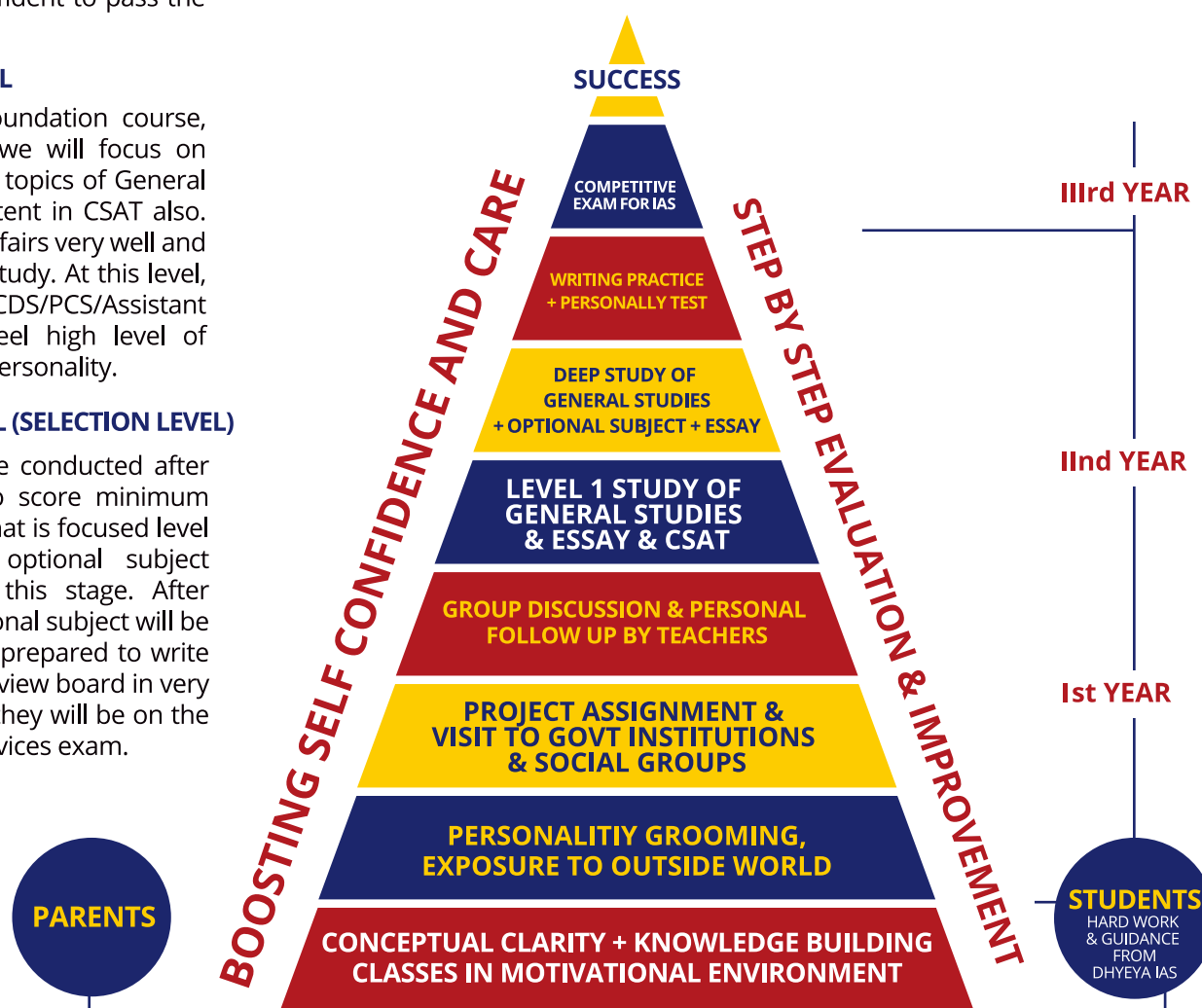
UDAAN 2ND YEAR - TAKE OFF LEVEL

After successful completion of foundation course, they will enter this stage. Here we will focus on project assignment and important topics of General Studies. They will become competent in CSAT also. They will understand the current affairs very well and will become eager towards deep study. At this level, they can easily compete in CDS/PCS/Assistant Commandant Exam. They will feel high level of maturity and seriousness in their personality.

UDAAN 3RD YEAR - FOCUSED LEVEL (SELECTION LEVEL)

A final exam and interview will be conducted after two years and the students who score minimum marks will enter in our final step that is focused level for IAS. General Studies and optional subject preparation will be focused at this stage. After counselling with teachers, the optional subject will be chosen. Students will be mentally prepared to write the ideal answer and face the interview board in very easy way. At the end of this level, they will be on the verge of getting selected in civil services exam.

SUCCESS PYRAMID



DISTANCE EDUCATION LEARNING

Distance Education Learning, primarily caters to the need of those who are unable to come to metros for economic or family reasons but have ardent desire to become a civil servant. Simultaneously, it also suits the need of working professionals, who are unable to join regular classes due to increase in work load or places of their posting. The principal characteristic of our distance learning is that the student need not be present in real time classrooms to learn. It aims to create and provide access to learning when the source of information and the learners are separated by time and distance. The distance learning material is comprehensive, concise and exam-oriented in nature. Its aim is to make available almost all the relevant material on a subject at one place. In other words, you will get all points, which are otherwise to be taken from 6 -10 books available in the market/library. That means, DSDL study material is undoubtedly the most comprehensive and that will definitely give you an added advantage in your Preliminary as well as Mains Examination. These materials are not available in any book store or library. These materials have been prepared exclusively for the use of our students. We believe in delivering quality with commitment towards making the class notes indispensable for any student preparing for Civil Services Examination.

LIVE STREAMING

Why Live Stream Online classrooms?

In ancient times, Guru Shishya tradition of imparting education was accomplished by the Guru at Guru's premises /Ashrams. Ages passed, social pattern changed, villages turned to towns, towns to cities & metros. And for good education, students have to migrate to better places.

But now technical development has removed these constraints and barriers. The Best Education of metros is available in homes anywhere, including the remote areas. Quality education is imparted by the renowned professors and faculty is available at recipient's facilities. Best education at an environment of individual's choice.

Concept of Live Streaming Classes

One acute problem faced by the coaching class industry, is paucity of competent faculty. This constraint imposes limitations on expansion beyond geographical boundaries. Dhyeya IAS offers Live Streaming online classes for IAS which addresses this problem effectively without losing quality of coaching.

- Teaching End i.e. the Studios
- Remote Learning Centers called “Classrooms” and
- Live Streaming CDN.

WOMEN EMPOWERMENT : DHYEYA IAS INITIATIVE

No household, No society, No State, No Country has ever truly progressed without empowering its women. A woman upon becoming a Civil servant such as an IAS, IPS can bring the positive changes in the society. DHYEYA IAS is leading by example and is encouraging women for their participation in its initiatives by offering them with exclusive discounts.

Special discount for women taking up the scholarship tests:

- Rank 1-25- Full Scholarship
- Rank 26-100 -50% discount
- Rank 101-200 -30% discount



- ❖ Convertibility of the Insta Classes subscription from Online to Offline is provided at free of cost for women. #Dhyeya WomenEmpowerment.



DHYEYA TV

Civil service preparation has gone through many changes in recent years. The aspirants are no longer confined to books and newspapers for their preparation. IAS Prep study material available on the internet, especially YouTube channels, has been playing a key role in an aspirant's journey towards success. Dhyeya IAS has been a leading institution in providing quality content on its YouTube channel. Ever since its inception, Dhyeya IAS' YouTube channel, under the patronship of very eminent and experienced journalist Qurban Ali, Former Editor, Rajya Sabha TV has been a beacon of inspiration and wisdom for millions of young and budding civil services aspirants.

Video sections like – Global Mudde, Rashtriya Mudde, Arthik Mudde, Daily News Scan, Kala Aur Sanskriti, Toppers Roundtable, Super 100 Online Classes, Prerna and Hausla cater to the special needs of the civil services aspirants. Objectivity in the coverage of social and political issues and involvement of experts in the preparation of the content make it 'authentic' and much useful for the mains and interview preparation. Lectures and panel discussions by experts and academicians give the aspirants an in depth understanding of various issues.

DHYEYA DIGITAL PRESENCE

Dhyeya IAS in its website www.dhyeyaias.com has been providing quality content and guidance on a consistent basis. We at Dhyeya IAS have taken a principled stand of making quality material accessible to poor and the needy at free of cost. Over the years we are fortunate to garner the goodwill of millions of students across India.

At Dhyeya IAS any serious IAS aspirant gets all the help that he needs to crack this toughest exam. Hundreds of articles by IAS toppers reveal various strategies that have worked for them - which can work for new aspirants too.

Regular motivational posts by Vinay Sir keep the spirit of IAS aspirants high and ensure that aspirants are supported in their journey constantly.

CONNECT WITH DHYEYA IAS



Visit our **Website**

Link: www.dhyeyaias.com



Like our **Facebook Page**

www.facebook.com/Dhyeya1



Follow our **Instagram Page**

www.instagram.com/dhyeya_ias



Follow our **Twitter Handle**

@Dhyeya_IAS



Subscribe our **YouTube Channel**

www.youtube.com/c/DhyeyalASChannel



Subscribe our UP Special YouTube Channel **Baten UP Ki**

www.youtube.com/channel/UC6_HMldS6DOcLL6moEFuWdg



Subscribe our **YouTube Channel**

www.youtube.com/channel/UCX-iZbgb-H-Y4jEwDU8k6lg

FREQUENTLY ASKED QUESTIONS

• What is the eligibility criteria to appear for this examination?

Category	Min Age 21 yrs. & Max. Age (yrs.)	Attempt
General	32	6
OBC	32+3=35	9
SC/ST	32+5=37	As many as upto age limit
Physically disabled (Blind, Deaf-mute, Orthopedic)	32+10=42	If general then 9 OBC then 9 SC/ST- then upto age limit
J&K domicile if general then OBC then SC/ST then PH then	32+5=37 32+5+3=40 32+5+5=42 32+5+10=50	Depending on above categories viz.Gen, OBC, SC/ST, Disabled
Disabled serviceman discharged from duty if general then OBC then SC/ST then	32+3=35 32+3+3=38 32+3+5=40	-do-
Ex-serviceman with five years duty* specific condition on page2 of notification if general then OBC then SC/ST then	32+5=37 32+5+3=40 32+5+5=42	-do-

Qualification

Any degree (graduation) which may be regular or distant. The candidate must hold a degree from any of the Universities incorporated by an Act of the Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University Under Section-3 of the University Grants Commission Act, 1956, or possess an equivalent qualification.

• Can final year students of graduation apply for UPSC CSE?

Yes, candidates who have appeared for an examination, the passing of which would render them educationally qualified for the Commission's examination but have not been informed of the results and also the candidates who intend to appear at such a qualifying examination will also be eligible for admission to the Preliminary Examination.

• When should I produce the proof of passing my graduation examination before UPSC?

All candidates who are declared qualified by the Commission for taking the Civil Services (Main) Examination will be required to produce proof of passing the requisite examination with their application for the Main Examination, failing which, such candidates will not be admitted to the Main Examination.

FREQUENTLY ASKED QUESTIONS

- **I hesitate to apply for Civil Services Exam because I cannot speak fluently in English. Is it possible that I write Civil Services Main Exam in English and take the interview in Hindi or in any other Indian Language?**

You need not be afraid of applying for the Civil Services Exam because UPSC gives following options in this respect:

- If you opt to write the Civil Services Main Exam in English, you may choose either English as the medium for interview or Hindi or any other Indian language opted by you for the compulsory Indian Language Paper in the written part of civil services mains examination as the medium for interview. However, if you are exempted from the Compulsory Indian Language paper, you will have to choose either English or Hindi as medium of interview.

- If you opt for Indian language medium for the written part of the Civil Services Main Exam, you can choose either the same Indian language or English or Hindi as the medium for the Interview or Personality Test.

- **If I apply for the Civil Services Prelims Exam but do not appear in any paper will it be counted as an attempt?**

No, an attempt will be counted only if you have appeared in at least one paper.

- **If a candidate belongs to a community included in the OBC list of states but not in the Central list of OBCs is he eligible for age relaxation, reservation etc. for Civil Services Examinations?**

No, only candidates belonging to communities which are included in the Central list of OBC's are eligible for such concessions.

- **Can I choose an optional subject (in Mains), which I have not studied at Graduate/PG level?**

Yes, you can choose any optional subject from amongst the UPSC's list of optional subjects for Civil Services Main Exam.

- **Can I write different papers of Civil Services Main Exam in different languages?**

No, you have the option to write your answers either in English or in any one of the languages included in the eighth schedule of the Constitution.

- **Generally, it is advised that the candidates should carefully study the last 10 years question papers of General Studies (Prelims) exam as these give a fair idea as to how the questions are framed from the respective themes of the syllabus and also indicate the difficulty level.**

Yes, previous years' papers help the candidates to know the trend and they must go through these papers again and again.

- **Are individual marks secured in various papers or aggregate marks across all papers considered for merit?**

Total marks are considered.

- **How tough is the competition in UPSC Civil Services Examination (CSE)?**

- You can assess the level of competition from the following data:

- No. of vacancies advertised every year: Around 1000.

- No. of candidates who fill the form: More than 10,00,000

- No. of applicants who appeared in the Preliminary exam. : Almost 4,50,000-5,00,000

- No. of candidates who qualify the Prelims and become eligible to appear in the Mains Exam: Equals to 12 to 13 times the nos. of vacancies of CSE.

- No. of Candidates who qualify Mains to appear in the Interview: 2-2½ times the Nos. of vacancies in the CSE. Thus one can say that CSE is one of the toughest competitive examinations.

FREQUENTLY ASKED QUESTIONS

- **Will there be any exceptions to the above mentioned educational requirements?**

In exceptional cases the Union Public Service Commission may treat a candidate who has not any of the foregoing qualifications as a qualified candidate provided that he/she has passed examination conducted by the other Institutions, the standard of which in the opinion of the Commission justifies his/her admission to the examination.

- **I possess professional/technical qualification. Am I eligible to appear for UPSC CSE?**

Candidates possessing professional and technical qualifications which are recognised by the Government as equivalent to professional and technical degree would also be eligible for admission to the examination.

- **I have passed MBBS, but not completed internship. Can I appear for UPSC CSE Mains?**

Candidates who have passed the final professional M.B.B.S. or any other Medical Examination but have not completed their internship by the time of submission of their applications for the Civil Services (Main) Examination, will be provisionally admitted to the Examination provided they submit a copy along with their application a copy of certificate from the concerned authority of the University/Institution that they had passed the requisite final professional medical examination, along with their application. In such cases, the candidates will be required to produce at the time of their interview, original Degree or a certificate from the concerned competent authority of the University/Institution that they had completed all requirements (including completion of internship) for the award of the Degree.

- **Will there be an individual cut-off for two papers in Civil Service Prelims?**

The minimum cut off marks for Paper 2 is 33 percent. The Commission may fix a minimum cut-off mark for Paper 1 too.

- **Will there be negative marks or different marks for Preliminary Questions?**

There will be negative marking for incorrect answers for all questions except some of the questions where the negative marking will be inbuilt in the form of different marks being awarded to the most appropriate and not so appropriate answers for such questions.

- **Which stream/subject should I choose for graduation to clear UPSC exam?**

Most of the questions in the general studies paper in Prelims and Mains are related to Humanities background. But it is neither necessary nor advisable to take Humanities as your graduation stream just to clear UPSC exam. Graduation should be based on your interest – it can be humanities, science, engineering, literature or management. For graduation, select any stream you like to study for 3-4 years. You are free to choose any optional subject for UPSC Mains and it may not be the one you studied for graduation.

- **Will there be minimum qualifying marks for UPSC Mains Compulsory Papers?**

The Commission has the discretion to fix qualifying marks in any or all the subjects of the examination. Since 2015, the minimum marks were 25% for Indian language and English language. For GS1, GS2, GS3 and GS4 the minimum marks expected are 10%.

FREQUENTLY ASKED QUESTIONS

- **Will UPSC deduct marks for bad handwriting?**

If a candidate's handwriting is not easily legible, a deduction will be made on this account from the total marks otherwise accruing to him.

- **Will there be minimum qualifying marks for UPSC Interview?**

The interview will carry 275 marks (with no minimum qualifying marks).

- **Can candidates use calculators in UPSC Civil Services Exam?**

Not for UPSC Civil Services Preliminary Exam. But candidates will be allowed to use the Scientific (Non-Programmable type) Calculators at the subjective type examination of UPSC, ie Mains Exam. Programmable type calculators will not however be allowed and the use of such calculators shall tantamount to resorting to unfair means by the candidates. Loaning or interchanging of calculators in the Examination Hall is not permitted. It is also important to note that candidates are not permitted to use calculators for answering objective type papers (Test Booklets). They should not, therefore, bring the same inside the Examination Hall.

- **Is coaching important?**

This is one of the most frequently asked questions. UPSC has been constantly changing its pattern over the years to make the civil services exam preparation accessible and possible to students from every set of background. Its Endeavour is to neutralize the effect of coaching so that all candidates come on a equal platform. However, the fact remains – most of the candidates who succeed have taken coaching at some point of their preparation. This is chiefly due to:

- ◆ The vast syllabus, especially in general studies which the candidates find very difficult to do on their own in a shortest possible period. Moreover, the students are flooded with so many books that they get confused about consulting which ones. Class notes and Material provide a solution to this.

- ◆ The candidates, many times in their quest for acquiring knowledge, lose track of time. They overdo the studies in some subjects at the cost of others. Coaching institutes cover the syllabus within the time period and thus are sought after.

However, the need for coaching could be removed wholly if the candidates could get the right study material and the right guidance for the examination.

A word of caution also needs to be included here. If a candidate has made his mind to enroll himself in any coaching, he must go for the best reputed ones. There are many coaching institutes which advertise very attractively, boasting on claims for producing toppers, which is many times false. The candidates who get attracted eventually land up in these institutes which take a toll on their valuable time, money and energy. The candidates must personally make queries about the coaching institutes, asking the students who were previously enrolled and then only take right decision.

- **Should we prepare our own Notes?**

Nothing could be better than this. However, the problem comes when one considers the wide syllabus, which is too vast if we include two optional papers and the general studies which in turn comprises of so many subjects.

One can decide to pair his own notes in those areas in which one is weak, or there are many sources to consult, or on those topics which are very important from the examination point of view. Otherwise, it will be a Herculean task to prepare notes on individual topics.

But those candidates who have decided to appear in civil services exam during their graduation years may go for this as they have ample time to contribute.

- **How many hours of study are sufficient?**

The answer is as many hours as you can study efficiently. In civil services preparation, there is never a time when one feels that there is nothing more to study. So, what exactly matters is the quality of studying rather than quantity of reading. First the difference between 'studying' and 'reading' should be understood. Reading means mere verbalisation of the written texts. What lacks here is understanding. When understanding adds to 'Reading' – it becomes 'studying'. So the issue how many hours you can sit and read the text with understanding also connotes to analysis, deep processing of information, inter-relating with your past knowledge base and making a view on the topic. Reading on the other hand is merely a passive activity where involvement of the reader is the least.

We can thus conclude that studying for 8 hours is many times more fruitful than reading for 16 hours. That is to say 'Quality' is more important than the 'Quantity' invested.

FREQUENTLY ASKED QUESTIONS

- **Can an average student also compete with the rest?**

An average student has an added advantage as he knows his limitations. He knows he does not have any time to waste. The tortoise rabbit story is not obsolete yet.

In fact, most of the students who succeeded in the Civil Service were very ordinary students in their academics. But they knew, how to add 'extra' into 'ordinary' to become 'extra-ordinary'. That extra is provided by their firm determination, an honest self-assessment and foolproof planning followed by strict implementation. In short, the hard work put in by them ultimately lands them at the summit of success.

- **How does a good bio-data matter?**

Bio-data matters during the interview and personality test (i.e. during the third phase). Personality test is based wholly or mostly on the basis of bio-data and the questions are framed on information provided by you. In fact, then personality is judged by the interview board on the parameters of suitability of candidates for the job. However, a bad bio-data may leave some unfavourable impression on the members of the board and thus, a kind of judgment is formed by them consciously or unconsciously.

At the same time the members of the board are very experienced and they give full opportunity to candidates to thwart any pre-notions formed by the bio-data. So, the candidates by their performance in the interview have full opportunity to score high in the Interview.

But, the idea is that those candidates who are in their early academic years should try and see that their biodata is without any shortcomings.

- **Could the civil services questions be answered in the regional languages?**

Yes, aspirants can write answers in any language provided in the eighth schedule of the Constitution of India.

- **Preparation for Preliminary and Mains – Separate or Integrated?**

Can knowledge be compartmentalized? No. In fact it is an integrated whole which gives a comprehensive understanding. Same holds true for the preparation. The subject should be understood in its entirety. Only then the requirement for the Preliminary and Mains could be fulfilled through particular emphasis on the orientation. The orientation for Prelims is towards a mix of factual information and understanding with a bias towards the former.

- **When should one take his first attempt irrespective of the fact how many attempts the candidate has?**

Many candidates appear in their first attempt taking it to be a learning experience. This is the biggest mistake they commit. UPSC attempts are very precious ones. Many candidates regret wasting their first attempt and wish if they had one they would have cracked the exam. The candidates must be very serious before appearing in the preliminary exam. They must complete the whole syllabus in their optional as well as general studies. They must check their performance by taking mock tests at home and work out the weak areas. The greatest benefit of the whole exercise is that there is a high probability that they get through the preliminary exam. If unfortunately, they could not, at least they came to know their grey and weak areas on which they need to concentrate. This enlightenment benefits them immensely in their next attempt. Those who waste their first attempt do not come to know about their shortcomings and in this situation may even waste their other attempts.

- **How to select the optionals?**

This has been answered earlier too. The basic criteria are in same sequence of importance.

- ◆ Interest.
- ◆ Availability of study material and guidance.
- ◆ Gap between the optionals during the Mains exam.
- ◆ Scoring optionals – trend prevailing.

- **Speaking English during an Interview – How important is it?**

UPSC holds personality tests and interviews in English, Hindi and all other languages in the 8th schedule – i.e. 22 languages, provided the candidates write all the papers (optional and general studies) in the same language. Also, UPSC through the Civil Services exam tries to dig out the best brains in the country, who could contribute in development and progress of the nation. It is thus a wrong notion to hold that the UPSC is language-biased. However, the candidates themselves need to learn English for their own sake as during their long career in civil services they have to come across so many occasions where they will have to communicate with various kinds of organisations, institutions, seniors and people and during such a situation, language should not be a limitation.

FREQUENTLY ASKED QUESTIONS

- **When I see people around me who have not got selected in the prestigious services, then I lose self- confidence.**

What should I do in this situation?

Generally, we see most of the people around us who are not selected. Seeing them, your self-confidence should not be reduced because everyone has a different strategy. We should always remember that most of the candidates who are finally selected are also from us.

- **Failure can be for several reasons:**

- ◆ Time is limited in the examination hall, despite being aware of the questions, one is not able to express correctly because one has not practiced properly.
- ◆ Pressure management just before the examination is not done properly, so that the answer to the known question with the correct information goes wrong too.
- ◆ Lack of Right Guidance on strategy.
- ◆ No assessment of ability of an aspirant, regarding time management, use of fact and writing style.

- **Solution**

- ◆ Keep a positive view, meet successful people, ignore negative thought.
- ◆ Do not loose your self-confidence, you have immense potential, use it to achieve your goal honestly.
- ◆ Identify your short-comings and try to remove them. Go ahead with determination by choosing your own way.

- **Family pressure is high on girls due to which there is no consideration in studies, what to do for it.**

- ◆ Stay focused on your goal, concentrate with full passion and energy to achieve your goals.
- ◆ Take your parents and family in confidence which will in turn help you achieve your goal.
- ◆ If success is achieved in the 1st stage, the trust of the parents and family increases and therefore work hard to achieve the goal in first go itself.

- **Which newspapers should be read?**

One or two standard newspapers are enough. (The Hindu / Indian Express / Business Standard or Economic Times).

- **How to read a newspaper?**

Combine the current developments with issues and topics, to know the relevancy of the events. As most of the questions are based on contemporary issues.

Note the key facts of the events, which will be highly beneficial in preparation.

Note the events in a register according to GS Paper wise. Under the headings of National, International Economy and Ecology and Environment.

Note the key points of important editorial articles that are essential for the main examination. (specially in Essay)

- **I have got only one year time duration for preparation. Can I become an IAS in such a short period of time?**

Well, for the preparation of the IAS Exam, one or two years of intensive study is required because the syllabus is very wide and it's also necessary to have an understanding and hold on the subject. But with the right strategy, better guidance and perseverance it can be done in one year also.

Aspirant's family background, academic ability and his basic understanding, play a very decisive role. If everything is positive and favourable then success can be achieved even in one year by hard work.

FREQUENTLY ASKED QUESTIONS

- **How to read NCERT books?**

In NCERT syllabus subject matter is given in the form of stories and in very simple language. Try to understand the theme of the story and link it with contemporary world.

- ◆ NCERT develops your understanding ability and plays the foundational role in your preparation.
- ◆ Try to solve the questions given in the book, this will improve your writing style and also the grip on the subject will become strong.

- **Is it mandatory to read India Year Book?**

It contains detailed information on the Government's plans, policies and the achievements of the government and challenges before it.

- ◆ If the whole book is not possible then read some selected chapters for example Environment, Finance, Culture and tourism etc. Communication and information technology, justice and law, Health and Family welfare, India and the world, Water resources, National Events, Scientific and Technological development etc.

- **How helpful is the Test Series in preparation?**

- ◆ Extremely helpful, because we get atmosphere resembling the examination hall and performing well strengthens our mental abilities.
- ◆ Through Test Series we evaluate our self-preparation because we cover whole syllabus in accordance with test series schedule that will benefit us in the exam. Test Series also motivate us to perform well under pressure.

- **If I am working then how can I prepare for the UPSC exam?**

Nature of the job will matter, you will have to adjust your routine, as time management also becomes important as quality of study is more important than the quantity.

- ◆ Target should be set weekly, so that you do not feel bored. Confidence will also increase on completion of weekly target.
- ◆ Handling pressure needs a smart strategy, revise whatever you read, read selectively, and also work on writing skills.



NEHA PRAKASH

AIR 22

I secured 22nd Rank in my first attempt. Thank God!. I came into contact with Vinay Sir who nurtured me as a mentor. It was his excellent effort based on which I managed to develop a better and advanced understanding of Indian Polity, Indian and global Economy and International Relations. I owe credit of my success to Vinay sir and Dhyeya IAS.



UJJAWAL

AIR 24

Dhyeya IAS's cooperation in developing a comprehensive understanding of General Studies is commendable. The guidance provided by Vinay Sir and Khan Sir proved very helpful in my success. I am obliged to the whole team of Dhyeya IAS.

Message from our board members on civil service day



Civil Service is a vital economic asset to the nation as it helps organize the best way to deliver modern public services on which business, citizens, and individuals depend. Civil Service Day is a time for appreciation, evaluation as well as introspection because the problem of 21st century are of complex nature which require proactive participation from bureaucracy. I wish good luck and better opportunities for all Civil Servants on this day.

Mr. N.C. Saxena
Ex. Secretary, Govt of India



Civil Service Day reminds us of the importance of public service and the people who dedicate themselves every day to the success of our nation. The day recognizes that democracy and successful governance are built on the foundation of a competent Civil Service. This day promotes the role, professionalism and visibility of Civil Service. I pay respect to those amazing officers who inspire us every single day.

MR. SHASHANK
Ex. Foreign Secretary



“Civil Servants play a vital role in fulfilling the vision of 1.35 billion citizens of our nation. They have the responsibility to aid and advise the government in policy making and they help in policy execution as well. On this Civil Service Day, the Civil Servants should realize the importance of their job and imbibe the tenets of good governance like transparency, accountability & impartiality.”

Mr. S. Y. QURAISHI
Ex. Chief Election Commissioner



Challenges to good governance in India are immense and diverse. Quality institutions managed by competent civil servants alone can help us meet these challenges. Though a lot still remains to be done, the achievements of the civil services are remarkable as evident with India's progress compared to the second wave democracies of the world. Civil Service Day is an occasion to look back, assess its successes and shortcomings, draw a road map to specialise in governance and build capacity of the services to ably face the future challenges. Civil services in India, in spite of challenges, have the strength and stamina to take the country forward making it a formidable world power and make us proud.

Mr. NOOR MOHAMMED
Ex. Secretary, Govt of India



Civil Service Day offers a valuable opportunity to reflect upon the performance of civil services in the country vis-a-vis the role entrusted to them in the vast area of governance. With the multifold expansion of education and the rising awareness of its rights, the expectations of the citizenry from the public authorities have gone up tremendously. The challenges posed by widespread poverty, unemployment and increasing inequalities of income and wealth are daunting. The civil servants, therefore, need to shape themselves so as to acquit themselves well in facing this challenging environment, as they have done in the past. In doing so, every civil servant must on this day, reiterate commitment to uphold the basic foundational values of public administration viz. honesty, integrity, impartiality and above all, a sense of trusteeship.

Mr. MANJEET SINGH
Ex. Secretary Home &
Ex. Secretary Finance



“Civil Service is the most prestigious profession in this country. It is heartening to see that the youths also understand its importance. Civil Service exam is one of the toughest in the world. As a result, Indian bureaucrats are renowned for their talent. However, the efficacy of bureaucracy is less in India, due to various internal & external factors. This has affected its performance in few areas. On this Civil Service Day, the government must devise ways to improve the efficacy of civil services in India.”

Mr. VIBHUTI NARAIN RAI
Retd. IPS, Ex. DGP (U.P.)



The quality of a government is critically dependent on the quality of its public institutions. And the quality of public institutions is largely determined by the quality of civil servants and others who manage such institutions. My mantra for success as a civil servant is: "Deliver high quality service with full integrity and humility." Civil Service Day is an apt occasion to deliberate upon the growth and development of bureaucracy in India. Only by the contribution of an able and competent bureaucracy, India can realize the dream of becoming a developed nation.

Mr. A.H.K. GHOURI
Retd. IRS, Ex. Governance Advisor -British Govt.



“Civil Service Day is an important day to retrospect and ponder whether we have done our best in discharging our duties with impartiality and transparency. Public interest shall be the guiding principle. Civil servants are ‘eyes and ears’ of the Government and responsible for advice in policy formulation and execution. Civil Service is the backbone for creating a developed nation.

Mr. S. K. MISHRA
Retd. IRS, Ex. Member CBEC (now CBIC)

REFERENCE NCERT BOOKS

General Studies

Class VI

- Social and Political Life Part-1
- History - Our Past-I
- The Earth Our Habitat
- Science

Class VII

- Social and Political Life Part-II
- History - Our Past-II
- Our Environment
- Science

Class VIII

- Social and Political Life Part-III
- History - Our Past-III
- Resource and Development
- Science

Class IX

- Democratic Politics-I
- Contemporary India-I
- India and the Contemporary World-I
- Science

Class X

- Democratic Politics-II
- Contemporary India-II
- Understanding Economic Development
- India and the Contemporary World-II
- Science

Sociology

Class XI

- Understanding Society

Class XII

- Indian Society
- Social Change and Development in India

Political Science

Class XI

- Political Theory
- Indian Constitution at Work

Class XII

- Contemporary World Politics
- Politics in India since Independence

Geography

Class XI

- Fundamental of Physical Geography
- India Physical Environment

Class XII

- Fundamental of Human Geography
- India : People and Economy

History

Class XI

- Themes in World History

Class XII

- Themes in Indian History-I
- Themes in Indian History-II
- Themes in Indian History-III

Economics

Class XI

- Indian Economic Development



Anjnay Kumar Singh

AIR 29

General Studies is not merely collection of facts rather it is the development of perspectives on social economic, political & international issues. And for the development of this perspective, I will remain obliged for my lifetime to Dhyeya IAS's Vinay Sir.

Books & Magazines of DHYEYA IAS

Classroom Study Material

A comprehensive in-depth study material which complements classroom teaching and guidance. From basic level to an advanced learner, it caters to all needs of the aspirants.



& Many more...

Sprinter (Questions & Answers for Mains)

In this series we have covered previous years' questions of UPSC with compact model answers. We have also covered those important questions which are most probable for upcoming exams.



Weekly Magazines

Build your knowledge every week and keep in touch with the world around you and everything that is important for the examination. With the smart preparation approach, it covers complex issues in easy and concise manner.



Snippet-365

Snippet-365 (MAINS and PRELIMS) is prepared keeping in mind Civil Services Mains and Prelims Exam. Several topics are chosen based on the type of questions asked by UPSC from nonstatic portion of syllabus in last four years. Here, it needs to be clarified that it is not merely a current affairs notes. It has certain issues covered which were not much in news but can be asked. It not only covers major important happenings in the last year but also includes important happenings beyond last one year. Also emphasis has been made to provide concise material from the static part which were in news.



Yearly Magazines

Yearly topic-wise compilation of important current issues. Exclusively designed to cover UPSC examination cycle. A smart and time saving way for the aspirants.



CURRENT AFFAIRS WEEKLY

The role of current affairs has tremendously increased in all the subjects of General Studies like Economy, Polity, Science & Tech, International Relations, Environment etc. Generally, the students rely on monthly magazines from the market. However these magazines are printed to cater to the needs of one day exam also, so they are more factual, which does not serve the special requirement of Civil Services Exam. Thus they are compilations of mere factual information while Civil Services Exam demands a greater understanding of concepts & their analysis. One more problem with these magazines is that the information provided by them is one month old & thus the students are unable to match the pace with newspaper. Along with this the students get flooded with a month's information all at once, resulting in tension. Thus in any way these magazines do not seem to be fruitful for the students as they do not cater to UPSC's demand of analytical approach.

The solution to the above problem lies in "PERFECT-7" which is a weekly magazine published by Dhyeya IAS based on current affairs to cater to the special demand of UPSC. Analytical compilation of current events of a week is done from different sources, viz The Hindu, Indian Express, Economic times, PIB etc in a scientific manner. This contains factual information, articles, essays & model answers in merely 40-50 pages which makes it a feasible & a viable option for the students.

Features of PERFECT - 7

Important conditions for an IAS/PCS centered magazine		PERFECT - 7	OTHERS
• Weekly	Hindi	✓	✗
	English	✓	✗
• Civil Services Exam centered	Hindi	✓	*
	English	✓	*
• Micro-Analysis of current issues & not a mere compilation of facts	Hindi	✓	*
	English	✓	*
• Brain boosters for important issues	Hindi	✓	✗
	English	✓	✗
• Multi choice questions & their solution based on brain boosters	Hindi	✓	✗
	English	✓	✗
• Questions with model answers for every article	Hindi	✓	✗
	English	✓	✗
• Explanation of important theories through pictures & graphics.	Hindi	✓	✗
	English	✓	✗

(* some institutes)

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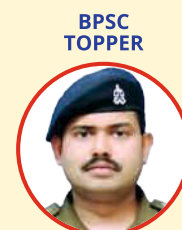


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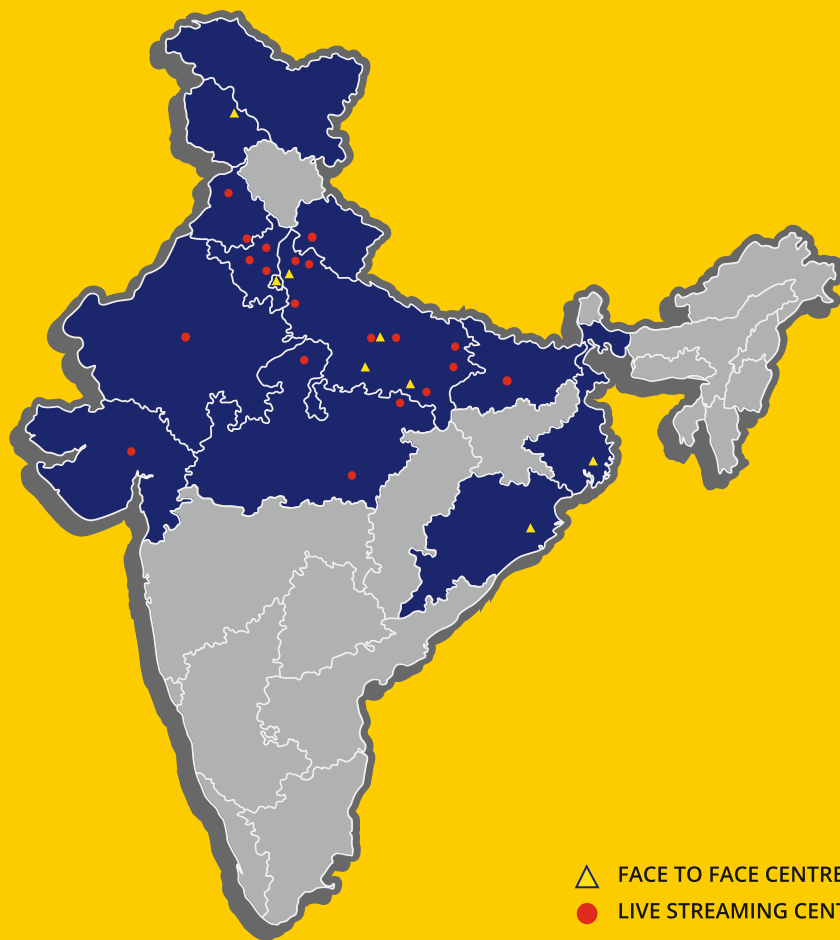
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