

**THE GAUHATI HIGH COURT AT GUWAHATI**  
(THE HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)

**N O T I F I C A T I O N**

**No. HC.V- 18/2015/312 /Estt.**

**Dated Guwahati the 29<sup>th</sup> April,2016**

The schedule for Stenography test (Dictation and transcription) to be held in connection with direct recruitment to the post of Private Secretary in the Principal Seat of the Gauhati High Court and Law Research Institute is as follows:

Roll Nos.	Reporting Time	Date of Stenography test
1003, 1009, 1030, 1051, 1065, 1085, 1105, 1118, 1133, 1136, 1143, 1148, 1151, 1164, 1176, 1177, 1184, 1188, 1193, 1196, 1200, 1204, 1207, 1210, 1215, 1244, 1246, 1256, 1261, 1296, 1303, 1326, 1340, 1344, 1361, 1369, 1372, 1384, 1389, 1390, 1398, 1401.	9.00 a.m.	<b>08.05.2016</b>
1402, 1406, 1414, 1416, 1418, 1427, 1437, 1438, 1458, 1462, 1470, 1472, 1476, 1480, 1482, 1485, 1486, 1489, 1495, 1497, 1503, 1507, 1537, 1541, 1542, 1544, 1557, 1558, 1571, 1572, 1574, 1580, 1588, 1594, 1598, 1602, 1604, 1617, 1629, 1633, 1640, 1661.	10.00 a.m.	

The candidates are directed to report for Stenography test (Dictation and transcription) in the Gauhati High Court New Block (3<sup>rd</sup> Floor) as per the schedule.

The modalities of Stenography test is as follows:

SI. No.	Details	Time	Marks
1.	Voice testing before dictation	2 minutes.	<b>90 marks</b>
2.	Speed test in Shorthand at a speed of 120 words per minute	7 minutes.	
3.	Time to be given to the candidates for testing the computer.	3 minutes.	
4.	Time for transcription of the dictated portion in Computer.	20 minutes.	

**Contd.**

## Instructions for Candidates


1. Candidates have to produce their Admit Card at the time of Stenography test that was already issued to them for appearing in the written examination held on 14.02.2016.
  2. Short hand notebook will be provided to the candidates by the High Court, but they have to bring Pen/Pencil.
  3. Transcription of dictated portion should be typed in Computer in A4 size paper in the following manner:
    - a. Space in between the lines-1.5.
    - b. Font-Tahoma.
    - c. Font Size-11.
    - d. Alignment-Justified.
    - e. Margins should be 4 cm/1.58 inch at top, 1cm/0.39 inch below, 5 cm /1.97 inch left and 2cm/0.79 inch right.
- **No TA/DA will be paid to the candidates.**

Sd/-  
**REGISTRAR (ESTT)**

**Memo No HC.V- 18/2015 /312<sup>A</sup> /Estt,**  
**Copy for information to:-**

**Dated 29.04.2016**

1. The Registrar (Vig./Admn./Judl.), Gauhati High Court, Guwahati.
2. The Registrar-cum- Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
3. The Joint Registrar ( ), Gauhati High Court, Guwahati.
4. The Deputy Registrar ( ) Gauhati High Court, Guwahati
5. The OSD, Recruitment Cell, Gauhati High Court, Guwahati.
6. The Assistant Registrar ( ) Gauhati High Court, Guwahati.
7. The System Analyst, Gauhati High Court, Guwahati with a direction to upload it in the official website of the Gauhati High Court under caption "**Schedule of Stenography test in connection with direct recruitment to the post of Private Secretary in the Principal Seat of the Gauhati High Court and Law Research Institute**" with a scroll in the home page.
8. P.S. to Hon'ble Mr. Justice T.Vaiphei, Gauhati High Court, Guwahati.
9. P.S. to Hon'ble Mr. Justice A.K. Goswami, Gauhati High Court, Guwahati.
10. P.S. to Hon'ble Mr. Justice N.Chaudhury, Gauhati High Court, Guwahati.
11. The Administrative Officer(J), , Gauhati High Court, Guwahati.
12. CA to the Registrar General, Gauhati High Court, Guwahati.
13. The Gauhati High Court Notice Board.
14. The Order File.

  
**REGISTRAR (ESTT)**  
29/04/16  
29/4/16