## Written Exam Details for The Post of Public Relations Officer (Adv. No. GSV/REG/ADM/ Direct Rectt/2024 dated on 17/01/25)

Exam duration : 1 hour (60 minutes)

No of questions

: 60 (Each Question carries 2 Marks)

Maximum marks: 120

Negative marking: 1 mark for each wrong answer

Test type

: Computer based test (CBT)

Type of Questions: Multiple Choice Question (MCO)

Tentative Date

: 12<sup>th</sup> Oct. 2025 (Sunday) (Exact date will be announced soon)

### **SYLLABUS**

#### A. **Communication Aspects, Theories and Methods**

Defining Communication, Scope, Importance, Need, Functions, Elements and Process of Communication, Levels of Communication: Intrapersonal, Interpersonal and Group Communication, Mass Communication, Online Communication.

Models of Communication (Aristotle, Lasswell, Berlo's SMCR, Shannon-Weaver, Schramm, etc.).

Verbal and Non-verbal Communication: Types and Importance.

Barriers to Communication

Advanced Communication Research Methods.

P.R. Pitches to Clients: Writing & Presenting/ Presentation Skills.

Negotiation Strategy

Campaign planning and implementation

Communication Accommodation - Convergence - Divergence and Over Communication.

### В. The Concepts, Processes and Ideologies of Mass and Visual Communication

Media and Information Literacy

Lland

Computer Skills for Media and Communication

Digital Marketing and Brand Management

New Media & Practice

Crisis Communication, Public Affairs Practices

Value added Skills for P. R.

Relationship Management

Ethics in PR, Laws & Media

PR fundamentals

Audio Visual Communication Production

New Media Theories: Online Disinhibition, Network Society, PESO Model

Development Communication and Development Organisations: International National, Governmental and others

Software usage: Marketer board, On-air Multimedia processing etc

### C. Advertising: Principles, Concepts, Strategies and Management

Theories and Models of Advertising: DAGMAR Model, AIDA, Ehrenberg Model, Maslow, VIPS

Campaign Planning

Specialised Advertising

Content Creation

**Customized Branding** 

Advertising, Marketing and PR Research

Social Media Handling: Facebook, Twitter, Instagram,

# D. Network and media industry connect

Registrar