

SUPREME COURT OF INDIA
[RECRUITMENT CELL]

Dated: October 16, 2025

Sub: **Syllabus and outlines for Computer Knowledge Test for the ex-cadre post of Additional Registrar (Housekeeping)**

S.No.	Main Category	Sub-Category
I.	Computer Basics Knowledge	Organization of a Computer, Central Processing Unit (CPU), input/output devices, computer memory, memory organization, back up devices, keyboard shortcuts and usage of Digital Signature Certificate.
II.	Software	Windows Operating System: basics of Microsoft Office like MS word, MS Excel and Power Point etc. Ubuntu Operation system: basics of LibreOffice like Libre Writer, Calc, Impress, etc.
III.	Working with internet and e-mails	Web browsers, search tools, downloading uploading of data, access and management of email, internet banking.
IV.	Information and Technology Infrastructure of Supreme Court of India	The official website of Supreme Court of India and various online portals deployed in public domain to strengthen right to access to justice.