| Roll. No | | | | | | | | C | Questi | on Bo | oklet N | Numb | er | |
|-------------------|--|--|--|--|--|--|--|---|--------|-------|---------|------|----|--|
| O.M.R. Serial No. | | | | | | | | | | | | | | |
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B.Sc. (PART-III) EXAMINATION, 2021 BIOTECHNOLOGY

[PAPER FIRST (BBT-301)] (Recombiant DNA Technology)

| Paper ID | | | | |
|----------|---|---|--|--|
| 6 | 0 | 1 | | |

Question Booklet Series

D

Time: 1:30 Hours

Max. Marks: 150

Instructions to the Examinee :

- Do not open this Booklet untill you are told to do so.
- Candidates should fill their roll number, subject and series of question booklet details correctly, otherwise, in case of any discrepancy in the evaluation, it will be the responsibility of the examinee himself.
- 3. There are 100 questions in the booklet. Examinee is required to answer only 75 questions in the OMR Answer Sheet provided. Four alternative answer to each question are given below the question, out of these four only one answer is correct. The answer which you think is correct or most appropriate, completely fill in the circle containing its letter in your answer sheet (O.M.R. Answer Sheet) with black or blue ball point pen.

परीक्षार्थियों के लिए निर्देश :

- जब तक कहा न जाये, इस प्रश्नपुस्तिका को न खोलें।
- परीक्षार्थी अपने अनुक्रमांक, विषय एवं प्रश्नपुरितका की सिरीज का विवरण यथास्थान सही-सही भरें, अन्यथा मूल्यांकन में किसी भी प्रकार की विसंगति की दशा में उसकी जिम्मेदारी स्वयं परीक्षार्थी की होगी।
- उ. प्रश्न-पुस्तिका में 100 प्रश्न हैं। परीक्षार्थी को केवल 75 प्रश्नों का उत्तर दी गई OMR उत्तर-पत्रक में देना है। प्रत्येक प्रश्न के चार वैकल्पिक उत्तर प्रश्न के नीचे दिये गये हैं। इन चारों में से केवल एक ही उत्तर सही है। जिस उत्तर को आप सही या सबसे उचित समझते हैं, अपने उत्तर-पत्रक (O.M.R. Answer Sheet) में उसके अक्षर वाले वृत्त को काले या नीले बॉल प्वाइंट पेन से पूरा भर दें।

(Remaining instructions on last page)

(शेष निर्देश अन्तिम पृष्ठ पर)

Rough Work

| 1. | Which enzyme is involved in the synthesis of cDNA from an mRNA? | 4. | What is the significance of S1 nuclease? |
|----|---|----|--|
| | (A) DNA polymerase | | (A) Cleavage of ss DNA hooks |
| | | | (B) Degrades RNA |
| | (B) Klenow fragment | | (C) Annealing the primer |
| | (C) Reverse transcriptase | | (D) None of these |
| | (D) RNA polymerase | 5. | When nick occus in DNA strand, it: |
| 2. | The ordered steps for the construction of library involves : | | (A) exposes 3' – OH termini and 5'- PO ₄ termini |
| | (I) Vector preparation | | (D) eveness 2' DO- termini and 5' OH |
| | (II) Amplification | | (B) exposes 3'- PO ₄ termini and 5'-OH termini |
| | (III) Ligation and introduction into the host | | (C) addition of nucleotide to free –OH group |
| | (IV) Isolation of genomic DNA | | (D) none of the above |
| | (V) Fragmentation of DNA | 6. | Agarose gel is used to separate : |
| | (A) IV, V, I, III, II | | (A) DNA |
| | (B) I, II, III, IV, V | | (B) RNA |
| | (C) V, IV, I, III, II | | (C) Nucleic acids |
| | (D) II, III, IV, V, I | | (D) Protein |
| 3. | Which of the following gene therapy can prevent the disease in his future generation? | 7. | mRNA can be readily separated from lysed eukaryotic cells adding magnetic beads. What is the sequence of this magnetic bead? |
| | (A) in vivo gene therapy | | (A) oligo G |
| | (B) ex vivo gene therapy | | (B) oligo T |
| | (C) Somatic gene therapy | | (C) oligo C |
| | (D) Germline gene therapy | | (D) oligo A |
| | | | |

| 8. | The process by which a probe is used to screen a DNA library is called : | 12. | DNA solution injected directly into the cell using micromanipulator is known as : |
|------|--|------------|---|
| | (A) Hybridization | | (A) Macroinjection |
| | (B) Colony hybridization | | (B) Micromanipulation |
| | (C) Western blotting | | (C) Microinjection |
| | (D) Southern blotting | | (D) Microinfection |
| 9. | Which of the following is not an essential feature for being a perfect vector? | 13. | With respect to RAPD which of the following is false ? |
| | (A) Origin of replication | | (A) 10 base long |
| | (B) Selectable marker | | (B) G/C rich |
| | (C) MCS | | (C) Has inverted repeats |
| | (D) Virulent gene | | (D) Random sequences are used |
| 10. | What does the gene (LEU2) code for ? | 14. | Which of the following does not affect hybridization of DNA? |
| | (A) Lactose | | (A) Pressure |
| | (B) Leucine | | (B) Ionic strength |
| | (C) Dehydrogenase (β-Isopropyl-malate dehydrogenase) | | (C) Temperature |
| | (D) Oxidase | | (D) Homologous DNA |
| 11. | The process by which every type of | 15. | What is a Probe ? |
| | transformant can be identified is: | | (A) Chemically synthesized DNA |
| | (A) Western blotting | | (B) Purified DNA |
| | (B) Insertional inactivation | | (C) Fragmented DNA duplex |
| | (C) Replica plating | | (D) Either purified or synthesized single |
| | (D) All of the above | | stranded labelled DNA molecule |
| KNP/ | BBT-301(BIOTECH.)-D/195 (4 | !) | |

| 16. | The vector commonly used for sequencing human genome is : | 20. | The injection of DNA into developing inflorescence using a hypodermic syringe is known as: |
|-------|---|-----|--|
| | (A) YAC | | |
| | (B) pUC 18 | | (A) Macroinjection |
| | (C) CaMV | | (B) Microfection |
| | (D) YEP | | (C) Microinjection |
| 17. | Which of the following is not a restriction | | (D) Microtransformation |
| | endonuclease ? | 21. | Creation of a mutant protein with novel properties is known as : |
| | (A) EcoR I | | (A) Cloning |
| | (B) Sal I | | |
| | (C) DNase I | | (B) Protein engineering |
| | (D) Sau 3A I | | (C) Mutagenesis |
| 18. | Which of the following statements are true? | | (D) Sequencing |
| 10. | (A) Vir genes are essential for gene transfer | 22. | All the Primer extension methods of mutagenesis require template. |
| | (B) T-DNA borders are essential for gene transfer | | (A) Double stranded |
| | (C) Both (A) and (B) | | (B) Single stranded |
| | (D) None of the above | | (C) Degraded |
| 40 | | | (D) Any one of the above |
| 19. | The principle of Sanger's method relies on : | 23. | Which of the following is a biological method for gene transfer ? |
| | (A) Use of chemicals for base specific cleavage | | (A) Electroporation |
| | (B) Use of dNTPs | | (B) Microinjection |
| | (C) Use of ddNTPs | | (C) Baculoviral vector system |
| | (D) None of the above | | (D) Gene Gun method |
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| 24. | ARS is characteristic feature of : | 28. | Which DNA is restricted for making a genomic library? |
|-----|---|-----|--|
| | (A) Plasmid Vectors | | (A) Plasmid |
| | (B) Phage Vectors | | |
| | (C) Yeast Vectors | | (B) Genomic |
| | (D) M13 Vectors | | (C) rDNA |
| 25. | Vectors designed to replicate in cells of | | (D) cDNA |
| | two different species are known as : | 29. | The Clarke and Carbon formula relates the of including a DNA fragment in a |
| | (A) Phasmids | | random library. |
| | (B) Transfer Vectors | | (A) Effects |
| | (C) Shuttle Vectors | | (B) Probability |
| | (D) Phagemids | | (C) Vector requirement |
| 26. | Polymerase generally used for PCR is | | (D) None of the above |
| | extracted from : | 30. | The 'Charan Series' belongs to : |
| | (A) Escherichia Coli | | (A) Genes |
| | (B) Thermus aquaticus | | (B) Vectors |
| | (C) S. Aureus | | (C) Host |
| | (D) S. Cerevisiae | | (D) Enzymes |
| 27. | At what temperature do denaturation of DNA double helix takes place ? | 31. | The removal of tumor causing genes from Ti plasmid is known as : |
| | (A) 60°C | | (A) gene replacement |
| | (B) 72°C | | (B) disarming |
| | (C) 98°C | | (C) insertion |
| | (D) 94°C | | (D) gene displacement |
| | | | |

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| 32. | p BIN 19 is : | 37. | E.coli β –galactosidase gene is used : |
|-------|--|-----|--|
| | (A) binary vector | | (A) as a reporter gene |
| | (B) widely used plant transformation vecto | r | |
| | (C) zero copy no. plasmid vector | | (B) for α -complementation |
| | (D) all of these | | (C) in blue-white screening |
| 33. | Autoradiography is a : | | (D) All of these |
| | (A) Detection technique | 38. | Which one is not a GMO? |
| | (B) Blotting technique | 00. | |
| | (C) Immobilization technique | | (A) Dolly |
| | (D) Hybridization technique | | (B) Tetra |
| 34. | The first type II enzyme isolated was : | | (C) Golden Rice |
| | (A) EcoR I | | (D) Cry genes |
| | (B) Hend III | 39. | Libraries using phage cloning vectors are |
| | (C) Bam HI | 00. | often kept as : |
| | (D) Sal I | | (A) Unpackaged phage |
| 35. | Ligation takes place between : | | |
| | (A) Adaptor and linker | | (B) Packaged phage |
| | (B) Linker and vector | | (C) Both packaged and unpackaged phage |
| | (C) 5'-P terminus 3'-OH terminus | | (D) None of these |
| | (D) Adaptor and vector | 40. | To avoid self ligation of digested plasmid |
| 36. | Digoxigenin is widely used for : | | DNA, which of the enzyme is used? |
| | (A) Nucleic acid labelling | | (A) Phosphatase |
| | (B) Nick translation | | (B) Kenase |
| | (C) Both (A) and (B) | | (C) Ligase |
| | (D) None of these | | |
| | | | (D) EcoR I |
| KNP/I | BBT-301(BIOTECH.)-D/195 | (7) | [P.T.O.] |

| 41. | A plasmid : | 45. | The major enzyme required for the production of a chimeric protein is : | |
|-----|---|-----|---|--|
| | (A) is a CCC DNA | | | |
| | (B) always contains an ori | | (A) Integrase | |
| | (C) usually contains one or more restriction | | (B) Reverse transcriptase | |
| | sites | | (C) Polymerase | |
| | (D) all of the above | | (D) Restriction endonuclease | |
| 42. | Which of the following is the genetically engineered insulin? | 46. | Pick the odd one out : | |
| | (A) Humulin | | (A) Vitamins | |
| | (B) Rumulin | | (B) Antibodies | |
| | (C) H-insulin | | (C) Antibiotics | |
| | | | (D) Ethanol | |
| 43. | (D) R-insulin Active Insulin consists of how many | 47. | Which of the following is not a DNA sequencing method? | |
| | polypeptide chains ? | | (A) LMPCR | |
| | (A) 1 | | (B) Edman's method | |
| | (B) 2 | | (C) Sanger's method | |
| | (C) 3 | | (D) Maxam-Gilbert method | |
| | (D) 4 | 48. | The insulin 'A' vector does not contain : | |
| 44. | Pick the odd one out : | 10. | (A) Lac Z | |
| | (A) Somatotropin | | | |
| | (B) Insulin | | (B) Amp ^R | |
| | (C) Somatostatin | | (C) Lac promoter | |
| | (D) β-endorphin | | (D) β-Chain | |
| | | | | |

KNP/BBT-301(BIOTECH.)-D/195 (8)

| 49. | T4 DNA ligase is used to legate : | 54. | CAPS stands for : |
|-----|--|-------|---|
| | (A) Cohesive ends | | (A) Cluster Amplified Polymorphic |
| | (B) Blunt ended termini | | Sequence |
| | (C) Synthetic linkers or Adaptors | | (B) Cleaved – Abundant Polymorphic Sequence |
| | (D) All of these | | · |
| 50. | Full length cDNA can be obtained by : | | (C) Cleaved – Amplified Polymorphic Sequence |
| | (A) Affinity capture method using eIF-4E | | (D) None of these |
| | (B) Biotinylated CAP Trapper | 55. | p EMBL is a : |
| | (C) Oligo-caping method | | (A) Plasmid vector |
| | (D) All of these | | (B) Phagemid vector |
| 51. | Taq Man [®] Probe is : | | (C) Fosmids |
| | (A) Radiolabelled ds DNA of 50 bases | | (D) None of these |
| | (B) ss oligonucleotide of 20-26 bases with fluorophore | n 56. | Vectors used for genomic-library are: |
| | (C) ds oligonucleotide of 50 bases with florophore | | (A) λ gt 10(B) λ ZAP |
| | (D) All of these | | (C) BACs |
| 52. | Restriction enzymes : | | (D) pUC 18 |
| | (A) are present in bacteria and are involved | 57. | Green fluorescent protein (gfp) gene is a : |
| | in host restriction system | ce | (A) Marker gene |
| | (B) cleave viral DNA inside bacterium | | (B) Pseudo gene |
| | (C) are enzymes involved in defence | | (C) Reporter gene |
| | against bacteriophage | | (D) Split gene |
| | (D) All of these | 58. | Immobilization of Nucleic acid by baking is |
| 53. | The insert size for YAC vector is : | | carried out at : |
| | (A) < 40 Kbp | | (A) 50°C |
| | (B) > 40 Kbp | | (B) 80°C |
| | (C) < 20 Kbp | | (C) 60°C |
| | (D) > 20 Kbp | | (D) 72°C |
| KNP | /BBT-301(BIOTECH.)-D/195 | 9) | [P.T.O.] |

59. The gene formed by the Joining of DNA 63. Which of the following enzyme is used to segments from two different sources are cut DNA molecule in rDNA technology? known as: (A) Ligase (A) Joined gene (B) Polymerase (B) Chimeric gene (C) Restriction endonuclease (C) Foreign gene (D) Transcriptase (D) Recombinant gene 60. Who discovered restriction enzymes? 64. Tag Polymerase is used in PCR because of its: (A) Watson, Crick and Wilkins in 1970 (A) high fidelity (B) Nathan, Arber and Smith in 1970 (C) Paul Berg (B) high processivity (D) Boyer and Cohen (C) high thermal stability 61. Any DNA molecule that has the ability to (D) none of the above replicate in an appropriate host cell, to which the desired gene are integrated for cloning, 65. Introduction of rDNA into Bacterial cell by is called as: using current is known as: (A) Plasmid (A) Transformation (B) Phage (B) Electroporation (C) Vector (C) Transduction (D) None of the above (D) Microinjection 62. The process or phenomenon of intake of DNA fragment from the surrounding medium 66. Alkaline Phosphatase removes : by a cell is known as: (A) Terminal Phosphate from 3' end (A) Transduction (B) Terminal Phosphate from 5' end (B) Transfection (C) Conjugation (C) Terminal Phosphate from both the end (D) Transformation (D) None of the above

- 67. 71. The transformation method that uses tungsten or gold particle coated with DNA accelerated at high velocity is called: (A) DNA particle delivery method (B) Particle gun delivery method (C) Lipofection (D) Microinjection 68. Yeast episomal plasmids have the following features: (A) two origin of replication ori of ColE1 and 2 μ plasmid (B) ARS and 2 μ ori (C) ARS and CEN (D) CEN and URA3
- (C) Application of heat (D) None of the above 72. The inheritance pattern of RFLP is: (A) Dominant (B) Recessive (C) Co-dominant (D) Random The type of DNA amplification where region 73. of DNA amplified lies on either side of a 69. The virus mediated gene transfer using known segment: genetically engineered λ phage is known as: (A) RT-PCR (A) Transduction (B) Anchored -PCR (B) Transfection (C) Inverse-PCR (C) Transformation (D) Nested - PCR (D) Conjugation 74. Northern blotting is performed for : 70. Which of the following bacterium is known as 'natural genetic engineer? (A) Determining the size of DNA (A) Agrobacterium tumefaciens (B) Determining the size of RNA (B) Agrobacterium radiobactor

During electrophoresis denaturation of

dsDNA is carried out by:

(A) Treatment with alkali

(B) Application of current

(C) Quantification of RNA

(D) Sequencing of RNA

(C) Thermus aquaticus

(D) S. aureus

75. The method, which utilizes liposomes for 80. When insertion of a foreign 'gene of interest' in-vitro transformation of animal cell culture at a particular site of vector causes is known as: inactivation of a specific marker gene then the process known as: (A) Lipomodulation (A) Insertional Inactivation (B) Lipofection (B) Insertional mutagenesis (C) Lipotransformation (C) Transfection (D) None of the above (D) None of the above 76. How many DNA duplex is obtained from one 81. Which selection system is generally used DNA duplex after 4 cycles of PCR? in a yeast plasmid vector? (A) 4 (A) Antibiotic (B) 16 (B) Lac (C) 8 (C) Auxotrophic mutant gene (D) 32 (D) CI gene 77. Chemicals used for gene transfer methods 82. Different restriction enzymes that recognize include: the same sequence but cut at different (A) PEG location are known as: (B) CaCl₂ (A) Isocaudomers (C) Dextran (B) Neoschizomers (D) All of the above (C) Isochizomers (D) None of the above 78. Which of the following is a mismatched? 83. Primers used in PCR are: (A) Polymerase – Taq polymerase (A) ss DNA oligonucleotide (B) Template – Double stranded DNA (B) ds DNA oligonucleotide (C) Primer - Oligonucleotide (C) ss RNA oligonucleotide (D) Synthesis – 5' to 3' direction (D) ds RNA oligonucleotide 79. How an expression vector differ from a primary cloning vector? 84. Which of the following chemical enhances vir gene expression? (A) Presence of MCS (A) Cyanidin (B) Presence of Ori (B) Glutennin (C) Presence of Promoter (C) Acetosyringone (D) Presence of Selectable marker

(D) Dextran

| 85. | The DNA segment to be cloned is called : | 89. | Which of the following will have more efficient ligation? |
|-----|---|-----|--|
| | (A) Gene segment | | (A) Sticky ends |
| | (B) DNA fragment | | (B) Blunt ends |
| | (C) DNA insert | | (C) Blunt end and high concentration of DNA |
| | (D) All of these | | (D) Blunt end and low concentration of DNA |
| 86. | The enzyme which is used for Phosphorylation of polynucleotide is called: | 90. | Which of the following is not a method for joining sticky ends to a blunt ended DNA fragment to be cloned? |
| | (A) CIP | | (A) Homopolymer tailing |
| | (B) PNK | | (B) Linkers |
| | (C) RT | | (C) Restriction digestion |
| | (D) TdT | | (D) Adaptors |
| 87. | The sequence recognized by the restriction enzyme to cut DNA is known as: | 91. | Which enzyme is used in homopolymer tailing ? |
| | · | | (A) Terminal deoxynucleotidyl transferase |
| | (A) recognition site | | (B) Alkaline Phosphatase |
| | (B) restriction site | | (C) DNA polymerase |
| | (C) binding site | | (D) Polynucleotide Kinase |
| 00 | (D) cleavage site | 92. | Libraries constructed in plasmid vectors can be maintained as : |
| 88. | Which is the final step in the construction of a recombinant molecule ? | | (A) Plasmid containing cells |
| | (A) Plasmid isolation | | (B) Naked DNA |
| | (B) Restriction digestion | | (C) Both Plasmid containing cells and Naked DNA |
| | (C) Gene amplification | | (D) None of these |
| | (D) Ligation | | |
| | | | |

| 93. | Monoclonal antibodies are produced by : | 97. | RNase H is specific for degrading : |
|------|--|------|---|
| | (A) Recombinant DNA technology | | (A) RNA in a RNA : DNA hybrid |
| | (B) Transformation | | (B) RNA in a RNA : RNA hybrid |
| | (C) Transfection | | (C) DNA in a RNA: DNA hybrid |
| | (D) Hybridoma technology | | (D) None of these |
| 94. | Genetically manufactured GH is not effective for : | 98. | Gene therapy in human was first practiced to cure : |
| | (A) Burns | | (A) Cystic fibrosis |
| | (B) Ulcers | | (B) Severe Combind immunodeficiency syndrome |
| | (C) Infections | | (C) Cancer |
| | (D) Fractures | | (D) Muscular dystrophy |
| 95. | Which of the following statements are true regarding restriction enzymes ? | 99. | CaMY35S promoter of cauliflower mosaic virus is a : |
| | (A) Type I and III enzymes cuts far away from the restriction sites | | (A) Constitutive Promoter |
| | (B) Type II cuts DNA within restriction sites | | (B) Inducible Promoter |
| | (C) EcoRI is a type II restriction enzyme | | (C) Tissue Specific Promoter |
| | (D) All of the above | | (D) Synthetic Promoter |
| 96. | Klenow fragment lacks : | 100. | Single stranded unpaired extensions formed by restriction enzyme upon cleavage is known as: |
| | (A) $5' \rightarrow 3'$ exonuclease | | (A) Blunt ends |
| | (B) 5' \rightarrow 3' polymerase | | (B) Sticky ends |
| | (C) $3' \rightarrow 5'$ exonuclease | | (C) Flush ends |
| | (D) None of these | | ` ' |
| | | | (D) None of these |
| KNP/ | BBT-301(BIOTECH.)-D/195 (1 | 4) | |

Rough Work

Example:

Question:

Q.1 **A © D**

Q.2 **A B O**

O.3 ♠ ● © ®

If more than 75 questions are attempted by candidate, then the first attempted 75 questions will be considered for evaluation.

- Each question carries equal marks.
 Marks will be awarded according to the number of correct answers you have.
- All answers are to be given on OMR Answer Sheet only. Answers given anywhere other than the place specified in the answer sheet will not be considered valid.
- 6. Before writing anything on the OMR Answer Sheet, all the instructions given in it should be read carefully.
- After the completion of the examination, candidates should leave the examination hall only after providing their question booklet and OMR Answer Sheet separately to the invigilator.
- 8. There will be no negative marking.
- 9. Rough work, if any, should be done on the blank pages provided for the purpose in the booklet.
- To bring and use of log-book, calculator, pager & cellular phone in examination hall is prohibited.
- 11. In case of any difference found in English and Hindi version of the question, the English version of the question will be held authentic.

Impt. On opening the question booklet, first check that all the pages of the question booklet are printed properly. If there is any discrepancy in the question Booklet, then after showing it to the invigilator, get another question Booklet of the same series.

उदाहरण :

प्रश्न :

प्रश्न 1 **(A) (D) (D)**

प्रश्न 2 **(A) (B) (D)**

प्रश्न 3 **A ● C D**

यदि परीक्षार्थी द्वारा 75 से अधिक प्रश्नों को हल किया जाता है तो प्रारम्भिक हल किये हुए 75 उत्तरों को ही मूल्यांकन हेतु सम्मिलित किया जाएगा।

- प्रत्येक प्रश्न के अंक समान हैं। आपके जितने उत्तर सही होंगे, उन्हीं के अनुसार अंक प्रदान किये जायेंगे।
- 5. सभी उत्तर केवल ओ०एम०आर० उत्तर-पत्रक (OMR Answer Sheet) पर ही दिये जाने हैं। उत्तर-पत्रक में निर्धारित स्थान के अलावा अन्यत्र कहीं पर दिया गया उत्तर मान्य नहीं होगा।
- 6. ओ॰एम॰आर॰ उत्तर-पत्रक (OMR Answer Sheet) पर कुछ भी लिखने से पूर्व उसमें दिये गये सभी अनुदेशों को सावधानीपूर्वक पढ़ लिया जाये।
- 7. परीक्षा समाप्ति के उपरान्त परीक्षार्थी कक्ष निरीक्षक को अपनी प्रश्नपुस्तिका बुकलेट एवं ओ०एम०आर० शीट पृथक-पृथक उपलब्ध कराने के बाद ही परीक्षा कक्ष से प्रस्थान करें।
- 8. निगेटिव मार्किंग नहीं है।
- 9. कोई भी रफ कार्य, प्रश्न-पुस्तिका में, रफ-कार्य के लिए दिए खाली पेज पर ही किया जाना चाहिए।
- 10. परीक्षा-कक्ष में लॉग-बुक, कैल्कुलेटर, पेजर तथा सेल्युलर फोन ले जाना तथा उसका उपयोग करना वर्जित है।
- 11. प्रश्न के हिन्दी एवं अंग्रेजी रूपान्तरण में भिन्नता होने की दशा में प्रश्न का अंग्रेजी रूपान्तरण ही मान्य होगा।

महत्वपूर्णः प्रश्नपुस्तिका खोलने पर प्रथमतः जाँच कर देख लें कि प्रश्नपुस्तिका के सभी पृष्ठ भलीभाँति छपे हुए हैं। यदि प्रश्नपुस्तिका में कोई कमी हो, तो कक्षनिरीक्षक को दिखाकर उसी सिरीज की दूसरी प्रश्नपुस्तिका प्राप्त कर लें।