

# Officers book: -One Stop Solution for Civil Services Exam Preparation

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*Abstract- The Civil Services exam is the doorway to exciting careers in the Indian Administrative Service (IAS), Indian Foreign Service (IFS), Indian Revenue Service (IRS), Indian Police Service (IPS), and more. With lakhs of individuals attempting the elite services examination and only a couple of hundred seats typically available, the competition is fierce. To beat the competition, it's important to organize thoroughly and provides yourself the utmost chance of success. The purpose of this research is to develop an app that can solve the everyday problem of a UPSC Civil Services Aspirant the name of the App is Officers Book. Officers book is an application which has many features which help civil service aspirants to focus more on their studies also it helps the aspirants to connect with other so that they can be with similar-minded personalities around them and can help each other apart from connecting each other Officers-Book is a powerpack application with numerous features which will help the future officers.*

*Indexed Terms- UPSC, IAS, IRS, IPS, IES, VOIP, Civil Services, Application, UPSC app, Officers, All India Rank Holders, Certified Mentors, current affairs, UPSC Chat app,*

## I. INTRODUCTION

There are 3 stages in the Civil Services exam

- Preliminary exam (Prelims) consisting of objective type multiple choice questions
- Mains exams which are an essay-type written exam.
- Personal Interview: for checking the potential of the candidate

The 3 stages are separated by a niche of 1-2 months. it's been observed that throughout the preparation of UPSC civil services the scholars face many difficulties and hurdles which leads them to frustration and disappointment moreover in this modern era of social media it's extremely difficult to specialize in studies, it's also observed that students often tend to look on multiple platforms for his or her research material but they're unable to seek out all the study material/resources and after doing all the hard-work albeit they're ready to find the relevant resources, the worth of these study material is breath taking hence to deal with all this type of issues that a government officials aspirant face in his/her lifestyle Officers Book App has been Introduced which helps the aspirants seamlessly altogether the three phases of becoming a politician.

Officers Book also helps the aspirants by clearing their doubts and major questions like

When is that the Right Time to start out Preparing for Civil Services?

How to Begin Your UPSC Preparation the way to Decide Your UPSC Optional Subject?

When do you have to Start UPSC Coaching?

How To steel oneself against UPSC Prelims

How To steel oneself against UPSC Mains

How To steel oneself against UPSC Personal Interview

Should You Focus More on UPSC Prelims or Mains?

## II. PROPOSED SYSTEM

The officers book Application Contains the following features

Community

- Global Chat for all user

- Personal Chat can be done clicking on the user profile in global chat which will send as request
- Once the user accepts the request, they can chat personally
- Users can upload files in chat
- Users can report chat which will reflect in the Admin

Search Bar:

- Topic wise search Filters

Online Courses:

- Can view Videos, Documents uploaded by Admin
- Restrict them to download the content
- Categorized as per Topic
- Free for everyone

Pre-Exam:

- Practice Exam for users
- Question types would be MCQ, True or False, Descriptive Answer
- Result would be published next day
- Leaderboard will have the user's rank by calculating the total number of users attempted the exam
- Top Rankers can be seen

Study Material Request:

- User can raise request for Study Material
- User can track their previous requests

Certified Mentor:

- List of Mentors would be shown with prices (Hourly or Daily Basis)
- User can select the mentor and pay to avail their service
- Separate chat box for user and mentor
- User can access to the videos, files uploaded by mentor, but these files cannot be downloaded but can be stored offline

UPSC Topper's Section:

- Users can view a list of freshly passed UPSC candidates with their posting
- User can select any of the candidates and pay to access their study material

- Restrict users to download any content o Current Affairs: ▪ Daily news with questions
- To access the answers, user must pay and access

### III. HISTORY

Many student's life revolves around UPSC civil services

That the reason students plan their careers before hand For eg they graduate from an easy e.g. they graduate from an easily available course and they focus majorly on Civil services

Even in this modern era where mobile devices and smart phones are on their peak students still find themselves struggling to find the relevant answers

They find the answers on telegram groups, Watch Online videos and in some cases going behind some smart students to get their doubts cleared but unfortunately all this just ruins UPSC students time and efforts on an average a UPSC student reads and memorise over 300 books during his/her preparation and they constantly update their current affairs information too.

Here are the list of Books students refers during their preparation

Preliminary Preparatory Books	Mains Preparatory Books
<ul style="list-style-type: none"> <li>• NCERT Books on Geography, Science, Economy, Biology and Chemistry from middle to high school</li> <li>• 20 years IAS Prelims (CSAT) General Studies Solved Papers</li> <li>• History of Modern India – Bipin Chandra</li> <li>• The Wonder that was India – Bhasham</li> <li>• India's Struggle for Independence – Bipin Chandra</li> <li>• Indian Economy – Dutta/Puri or Ramesh Singh</li> <li>• Manorama Yearbook</li> <li>• India Year Book</li> <li>• Indian Polity – Laxmikanth</li> <li>• Environmental Studies from Crisis to Cure – Rajagopalan</li> <li>• Geography of India – M. Hussain</li> <li>• History of Medieval India – S. Chandra</li> <li>• India's Ancient Past – R.S. Sharma</li> <li>• Environment for Civil Services Prelims and Mains – Khuller</li> <li>• CSAT Paper Analytical (Pandey) and Verbal (Aggarwal) Reasoning or CAST Paper 2 by MHE/Arihant</li> <li>• Science &amp; Technology – A. Singh</li> <li>• Economic Survey – Ministry of Finance</li> <li>• Indian Art &amp; Culture – Singhania</li> <li>And more...</li> </ul>	<ul style="list-style-type: none"> <li>• Indian Heritage, Culture, History and Geography of the World and Society – Arihant</li> <li>• History of the Modern World – Rao or Jain and Mathur</li> <li>• Social Problems in India – Ahuja</li> <li>• India after Gandhi: The History of the World's Largest Democracy – R. Guha</li> <li>• IAS Mains General Studies 2, 3 and 4 – Arihant</li> <li>• Governance in India – Laxmikanth</li> <li>• Governance for Growth in India – APJ Abdul Kalam</li> <li>• Pax Indica – Shashi Tharoor</li> <li>• India and the World: Through the Eyes of Indian Diplomats – S. Kumar</li> <li>• India's National Security – Bajpai, Pant</li> <li>• Internal Security and Disaster Management GS Paper 3</li> <li>• Contemporary Essays for CSE – R. Singh</li> <li>• Essays for CSE – P. Khare</li> <li>• Selected Contemporary Essays – S. Mohan</li> <li>• 151 Essays – S.C. Gupta</li> <li>• IAS Mains GS Ethics – Arihant</li> <li>• Lexicon for Ethics, Integrity and Aptitude</li> <li>• Challenges to Internal Security of India</li> <li>And more...</li> </ul>

Normally a dedicated UPSC student follows the following points

- **Watch their Routine**

One of the biggest roadblocks for CSE is time management. The exam is conducted over three stages – the Preliminary, Main, and the Interview. Each features a pretty large syllabus and therefore the exam extends over a year. Most aspirants are full-time students or office-goers who need to schedule their preparation within the time they will manage outside of their regular routine. Being serious about the exam requires a gentle focus, and thus a separate time-table to make sure a uniform approach towards assimilating the vast amount of data for the exam. This time management is merely possible if the candidates are ready to found out a schedule and fix deadlines for once they shall cover the varied portions of the syllabus. For instance, studying and making notes for a minimum of a couple of hours a day for 10 days to hide the essential concepts of Geography.

Hence the individual timelines may vary from candidate to candidate but understanding the strategy for time management is important to every individual. Last-minute cramming has hardly, or rather rarely, worked for many CSE candidates. It is also important to understand that tons of the time to review will actually involve revisiting concepts you've got already studied. So, put aside time for normal revisions and workout your brain regularly.

- **Understand the Exam Pattern**

At UPSC website it clearly states that the intention of their test. It is to seek out individuals who needn't have a specialized in-depth understanding of the topics but rather a comprehensive awareness of the history, culture, geography, and other functional aspects of India and a bit of the world.

Questions may get specialized in the Optional Subject papers, but only as much as somewhat more than an undergraduate level, i.e. at Honour's level.

In the case of Medicine, Engineering, and Law, an undergraduate understanding is sufficient. Familiarize yourself with the extent of the syllabus, so you can start structuring your study plan accordingly.

The syllabus, for every section, is detailed on the UPSC website.

- **Plan a Structured Study**

The volume of data, towards an exhaustive preparation, could seem intimidating.

Therefore, it's easier to structure the study plan concentrating on building on the essential concepts, usually from the recommended NCERT books. few topics may require a follow up with more detailed and specialized books.

It is an honest idea to seek out multiple sources, while not overwhelming your schedule with too many books. Candidates often even ask online material for information. The secret, as many veterans have mentioned before, is to comfortably understand the essential concepts without taking the help of rote schemes.

‘Coz memorizing may land you in trouble by virtue of the vastness of the syllabus.

- Practice Testing

It is essential to keep up a regular habit of writing, reading, analyzing, and examining content.

Many successful candidates have stressed the importance of having regular discussions and debates with their friends and colleagues, on topics associated with the syllabus and current affairs.

It provides excellent practice for logically presenting your views while also helping you to understand the depth of your insights. There are many free mock tests available online to look at your preparation during a timed fashion.

These can help in getting all your gears in action as required on the day of the exam.

The UPSC website has a storage bank for previous year question papers. Although the exam coordinators are known to almost never repeat questions from previous years, the gesture papers do provide a glimpse of the sort of questions preferred by them.

You can judge the problem level, relevance to the prescribed syllabus, depth of required understanding, analytical and logical complexity, and scoring, by revising your performance on questions that are asked before.

- Revision is a Priority

The length and breadth of the CSE exam require regular revisits to the study material.

Your schedule should cover the time which is needed to revise previous topics multiple times. It is often useful to spotlight important passages, or make notes, for a fast look on the brink of the exam date. Make sure you've got such a provision for the sake of efficiency.

- Updated Current Affairs

A lot of questions are related to the candidate's general awareness of topical affairs within the world, with emphasis on the happenings in India.

Get in the habit of reading a multitude of daily newspapers to stay abreast of current topics.

Various sources recommend The Hindu, Economist, The Indian Express, All India Radio News, Parliamentary discussions, regional language newspapers, and magazines like Yojana, India, and Manorama Year Books

- Stay Healthy and Engaged

Finally, put aside time to seem up from your books and interact with people.

The CSE exams are taxing on not just the student but also the people and environment around them. Your communication skills are important which cannot be ignored and your general emotional well-being.

Eat and sleep well, engage yourself in other activities, and don't let the load of the exam stress you out.

The UPSC CSE exam is meant in order that a candidate's efforts, dedication, strategizing, planning, logic, analytical powers, and overall quick thinking, are rewarded. In that sense, every candidate's life experiences also play a task in their preparation.

How else would you explain a syllabus that essentially tests the power to soak up the political, cultural, historical, and geographical, environment that one lives in?

The actual CSE preparation then simply boils right down to polishing on the knowledge that you simply would have anyway imbibed as a student and a citizen of the country. So, don't linger over the vastness of the syllabus but rather consider the way to get to understand your world a touch better.

## CONCLUSION

Securing employment within the Civil Services isn't easy, especially when there are lakhs of individuals vying for an equivalent position.

The role of Civil Services personnel is important for the nation; and thru the difficult selection process, only the foremost qualified remain. To be one among the chosen, it's important to figure hard and study smart,

but a touch guidance always hep everyone we've seen how difficult it's to urge all the study material on the table moreover it's even harder to seek out an individual with same mindset which consume an immense amount of your time if Offers Book app launches then it'll clearly be an asset for all the scholars preparing for UPSC

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