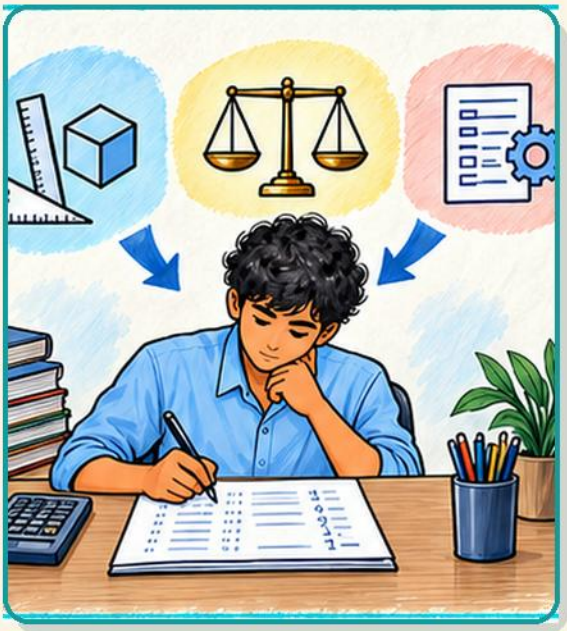
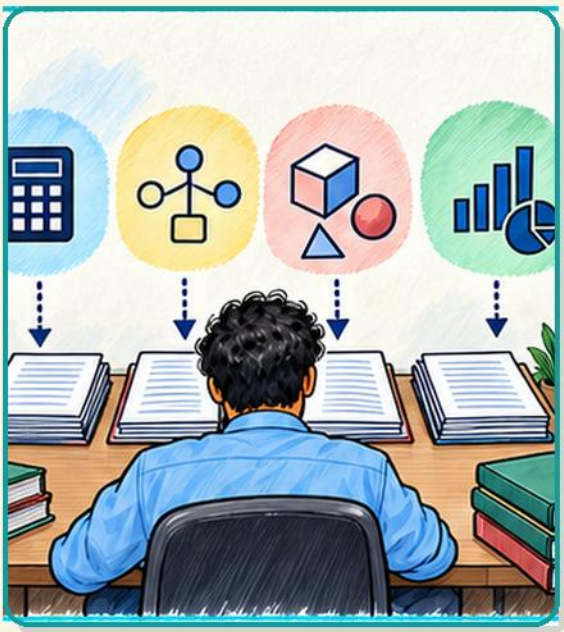
MENTAL, ADMINISTRATIVE AND PSYCHOLOGICAL ABILITIES

Select the method, protect units and conditions, and practise judgement under time and negative marking.







THE INSIGHT TO KEEP

Name the method or public-duty constraint before choosing the answer.

INSIDE THIS NOTE

1 QUESTION FAMILY

2 METHOD

3 CONDITION

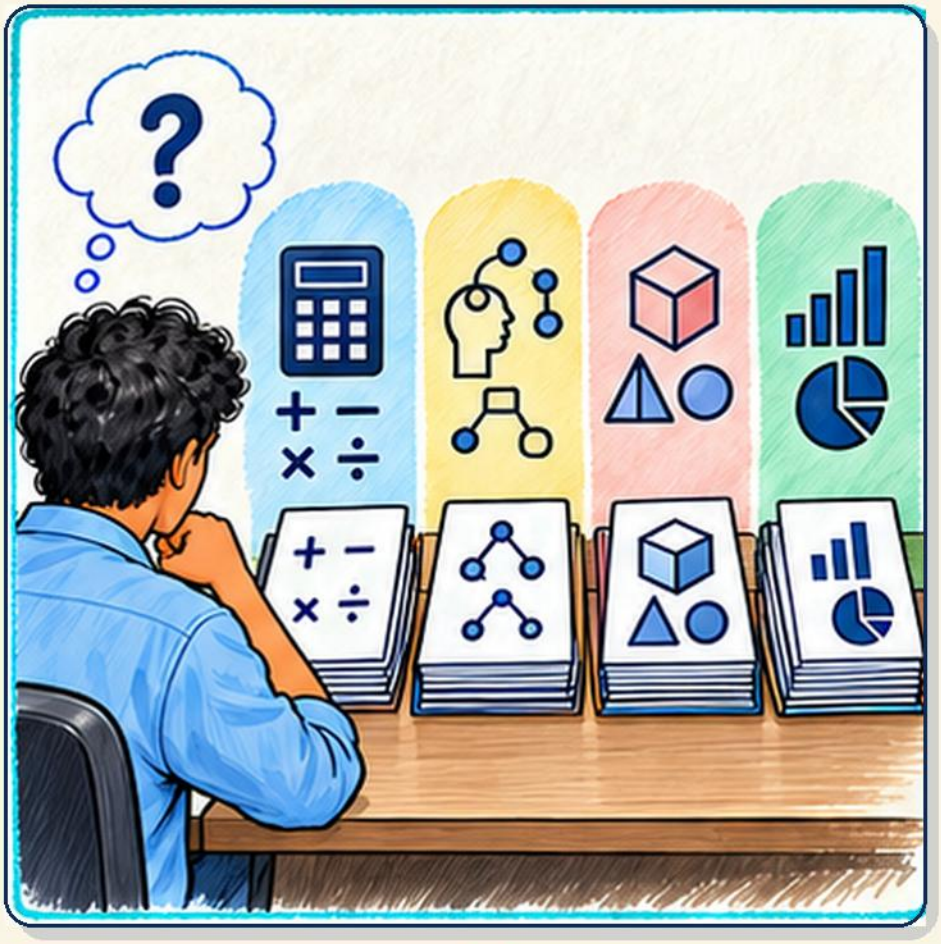
4 DECISION

5 TRANSFER TEST

GROUP 1 FOUNDATION · 01

IDENTIFY THE QUESTION FAMILY BEFORE SOLVING

Numbers and statements do not announce the method. First ask whether the task concerns a base, proportion, rate, sequence, spatial relation, condition, inference or data comparison.



SEE THE RELATIONSHIP

1. **NAME THE FAMILY**
   Naming the family reduces impulsive calculation and makes review more precise.
2. **KEEP CONDITION VISIBLE**
   First ask whether the task concerns a base, proportion, rate, sequence, spatial relation,...
3. **REPRESENT**
   Numbers and statements do not announce the method.
4. **SOLVE + CHECK**
   During focused practice, write a short method label before the first operation.

WORKED STRIP

1. NAME THE FAMILY
2. KEEP CONDITION VISIBLE
3. REPRESENT
4. SOLVE + CHECK

RECALL IT WITHOUT THIS PAGE.

TRAP

Numbers and statements do not announce the method.

WHAT IT HIDES

First ask whether the task concerns a base, proportion, rate, sequence, spatial relation, condition, inference or data comparison.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Label the method family for ten questions before solving. Review the first wrong decision rather than only the last line.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS Naming the family reduces impulsive calculation and makes review more precise.

SOURCE + SCOPE Ability coverage follows Screening Paper II in the 2023 Group I scheme. Practice method is editorial.

GROUP 1 FOUNDATION · 02

KEEP BASE, UNIT AND CONDITION VISIBLE

Many numerical errors begin before arithmetic. A percentage has a base.

SEE THE RELATIONSHIP

1. **BASE**
   A percentage has a base.
2. **UNIT**
   Many numerical errors begin before arithmetic.
3. **CONDITION**
   A rate has units.
4. **CHECK**
   An average has a denominator.



WORKED STRIP

1. BASE
2. UNIT
3. CONDITION
4. CHECK

RECALL IT WITHOUT THIS PAGE.

TRAP

Do not import outside knowledge into a closed logical system.

WHAT IT HIDES

A percentage has a base.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Circle the base, unit or logical condition in every missed question. Re-solve after stating it in words.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS A rate has units.

SOURCE + SCOPE These controls are editorial reasoning guidance.

GROUP 1 FOUNDATION · 03

SEPARATE NUMERICAL, LOGICAL, SPATIAL AND DATA TASKS

Numerical tasks often need algebraic structure, ratios or estimation. Logical tasks need conditions, sets, ordering or valid inference.



SEE THE RELATIONSHIP

1. **NAME THE FAMILY**
   Numerical tasks often need algebraic structure, ratios or estimation.
2. **KEEP CONDITION VISIBLE**
   Use different scratch conventions so the method is visible.
3. **REPRESENT**
   Logical tasks need conditions, sets, ordering or valid inference.
4. **SOLVE + CHECK**
   Spatial tasks need a stable frame for direction, arrangement or transformation.

WORKED STRIP

1. NAME THE FAMILY
2. KEEP CONDITION VISIBLE
3. REPRESENT
4. SOLVE + CHECK

RECALL IT WITHOUT THIS PAGE.

TRAP

Do not memorise a label without testing it on a fresh question.

WHAT IT HIDES

Logical tasks need conditions, sets, ordering or valid inference.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Create one standard scratch format for each family and use it across five varied examples.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS Spatial tasks need a stable frame for direction, arrangement or transformation.

SOURCE + SCOPE Family grouping and representation choices are editorial.

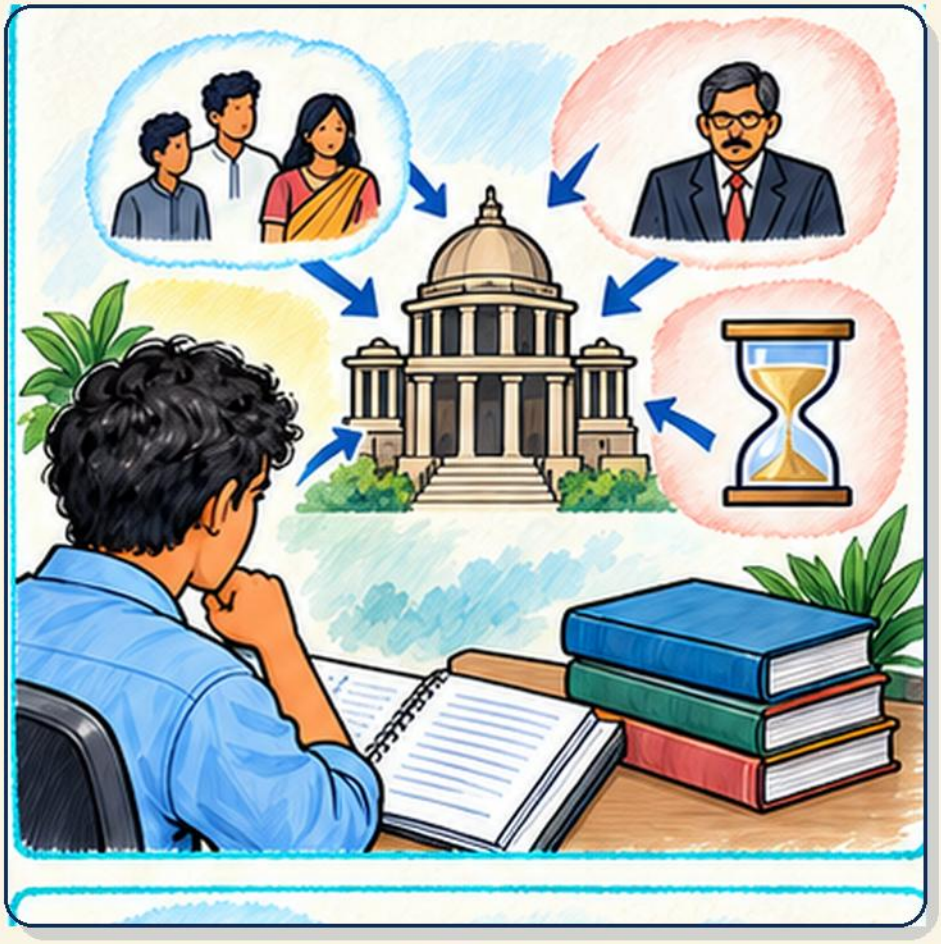
GROUP 1 FOUNDATION · 04

READ ADMINISTRATIVE ABILITY AS JUDGEMENT UNDER CONSTRAINT

Administrative situations usually contain a public purpose, affected people, an institutional role, limited time or resources, and procedural constraints. The best response is rarely the most dramatic one.

SEE THE RELATIONSHIP

1. **VERIFIED FACT**
   Identify the verified facts, immediate risk, lawful authority, people who must be heard...
2. **PUBLIC DUTY**
   Administrative situations usually contain a public purpose, affected people, an institutional role, limited...
3. **STAKEHOLDERS**
   The best response is rarely the most dramatic one.
4. **PROPORTIONATE ACTION**
   Identify the verified facts, immediate risk, lawful authority, people who must be heard...



WORKED STRIP

1. VERIFIED FACT
2. PUBLIC DUTY
3. STAKEHOLDERS
4. PROPORTIONATE ACTION

RECALL IT WITHOUT THIS PAGE.

TRAP

Avoid inventing powers or facts to make an option attractive.

WHAT IT HIDES

The best response is rarely the most dramatic one.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

For one scenario, write fact, duty, stakeholder, constraint, immediate action and review step in six lines.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS Identify the verified facts, immediate risk, lawful authority, people who must be heard and the next accountable action.

SOURCE + SCOPE Administrative-ability framing is editorial; the official syllabus supplies the component name.

GROUP 1 FOUNDATION · 05

USE EMOTIONAL AND SOCIAL INTELLIGENCE WITHOUT SLOGANS

Emotional intelligence begins with accurate perception of one's own response and the other person's signals. It continues through regulation, perspective, communication and action.



SEE THE RELATIONSHIP

1. **VERIFIED FACT**
   Emotional intelligence begins with accurate perception of one's own response and the other...
2. **PUBLIC DUTY**
   In a public setting, test an option against dignity, impartiality, proportionality, evidence and...
3. **STAKEHOLDERS**
   It continues through regulation, perspective, communication and action.
4. **PROPORTIONATE ACTION**
   It continues through regulation, perspective, communication and action.

WORKED STRIP

1. VERIFIED FACT
2. PUBLIC DUTY
3. STAKEHOLDERS
4. PROPORTIONATE ACTION

RECALL IT WITHOUT THIS PAGE.

TRAP

Do not memorise a label without testing it on a fresh question.

WHAT IT HIDES

It continues through regulation, perspective, communication and action.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Rewrite one judgement answer without virtue words. Show the concrete behaviour that expresses the value.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS Empathy does not require agreeing with every claim; it requires understanding the person's position well enough to respond fairly.

SOURCE + SCOPE Psychological and social-intelligence practice method is editorial.

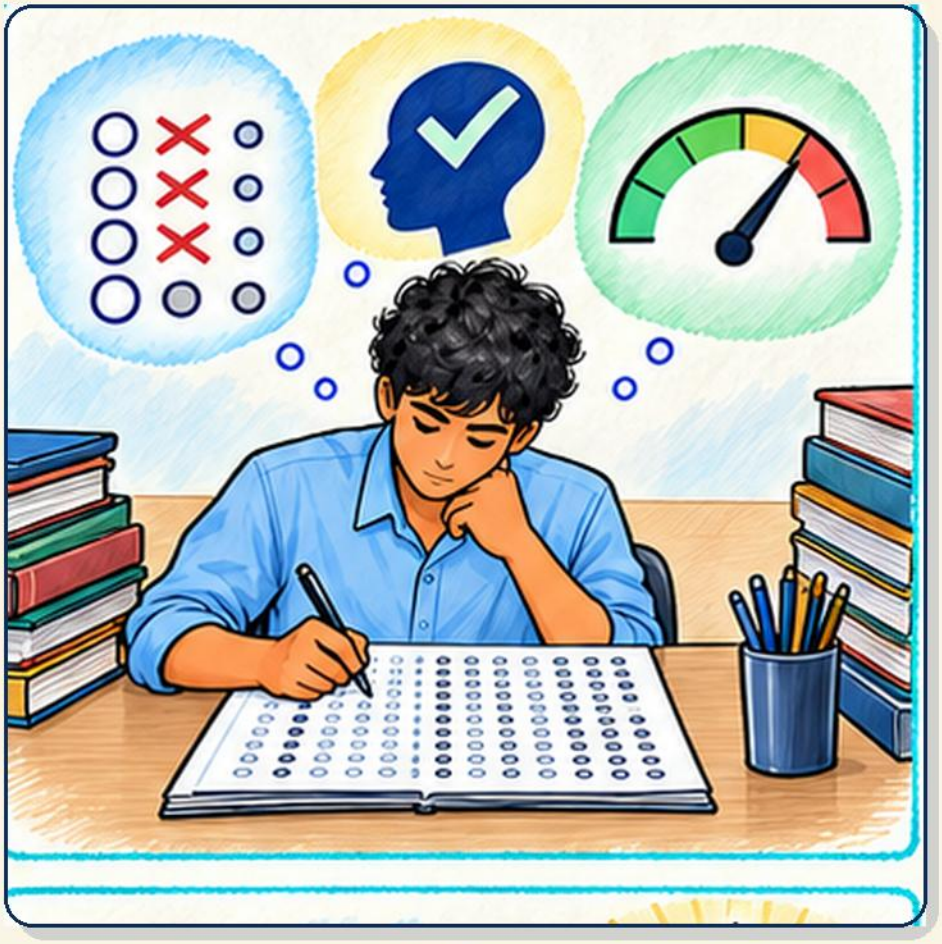
GROUP 1 FOUNDATION · 06

CALIBRATE ATTEMPTS UNDER ONE-THIRD PENALTY

The reference notification deducts one-third of a question's marks for a wrong answer. This makes the quality of elimination relevant, but it does not justify a fixed universal attempt target.

SEE THE RELATIONSHIP

1. **READ**
   The reference notification deducts one-third of a question's marks for a wrong answer.
2. **ELIMINATE WITH REASON**
   This makes the quality of elimination relevant, but it does not justify a...
3. **RECORD CONFIDENCE**
   Before checking the key, mark high, medium or low confidence and record why...
4. **DECIDE**
   Your decision should come from repeated evidence about accuracy at different confidence levels.



WORKED STRIP

1. READ
2. ELIMINATE WITH REASON
3. RECORD CONFIDENCE
4. DECIDE

RECALL IT WITHOUT THIS PAGE.

TRAP

The reference notification deducts one-third of a question's marks for a wrong answer.

WHAT IT HIDES

This makes the quality of elimination relevant, but it does not justify a fixed universal attempt target.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Build a three-level confidence table from at least 50 practice decisions and revise the attempt rule after another set.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

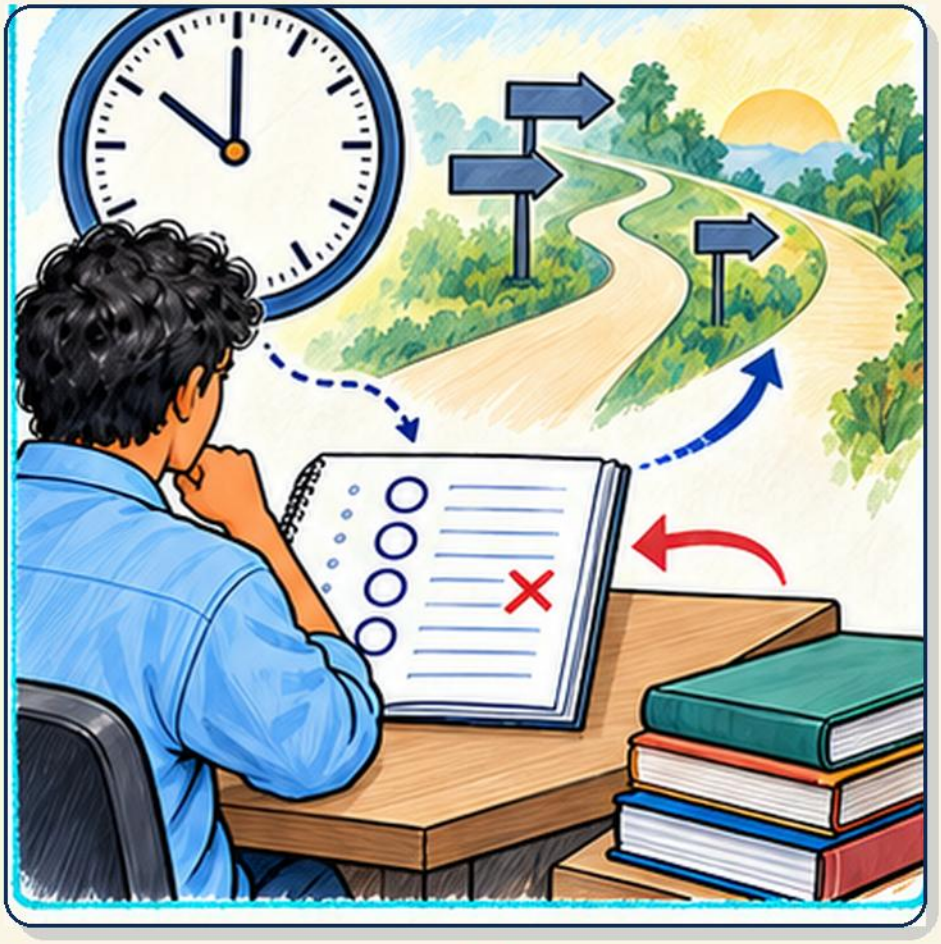
WHY THIS MATTERS Your decision should come from repeated evidence about accuracy at different confidence levels.

SOURCE + SCOPE Penalty follows paragraph 10.2 of the 2023 detailed notification. Calibration is editorial, not a promise of score.

GROUP 1 FOUNDATION · 07

ADD TIME AND OPPORTUNITY COST

A solvable question can still be a poor early investment when it consumes the time needed for several direct questions. Practise recognising a first-pass item, a marked return and a deliberate leave.



SEE THE RELATIONSHIP

1. **PLAN**
   A solvable question can still be a poor early investment when it consumes...
2. **WRITE OR ATTEMPT**
   Practise recognising a first-pass item, a marked return and a deliberate leave.
3. **PROTECT COMPLETION**
   This is a paper-order decision, not a judgement of intelligence.
4. **REVIEW**
   Record time by family and identify the point where additional work stops improving...

WORKED STRIP

1. PLAN
2. WRITE OR ATTEMPT
3. PROTECT COMPLETION
4. REVIEW

RECALL IT WITHOUT THIS PAGE.

TRAP

Do not memorise a label without testing it on a fresh question.

WHAT IT HIDES

Practise recognising a first-pass item, a marked return and a deliberate leave.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Rehearse a 20-question block with explicit first-pass, return and leave marks. Check whether the order improved both reach and accuracy.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS This is a paper-order decision, not a judgement of intelligence.

SOURCE + SCOPE Time-management method is editorial guidance.

GROUP 1 FOUNDATION · 08

TURN EACH ERROR INTO ITS OWN REPAIR

Use a short taxonomy: missing knowledge, wrong family, wrong rule, missed condition, representation, calculation, judgement, confidence or time. Choose the earliest cause that would have prevented the loss.

SEE THE RELATIONSHIP

1. **OUTPUT**
   Use a short taxonomy: missing knowledge, wrong family, wrong rule, missed condition, representation,...
2. **DIAGNOSE DIMENSION**
   Choose the earliest cause that would have prevented the loss.
3. **TARGETED REPAIR**
   Later symptoms matter less when the first error is clear.
4. **FRESH TEST**
   Match the repair.



WORKED STRIP

1. OUTPUT
2. DIAGNOSE DIMENSION
3. TARGETED REPAIR
4. FRESH TEST

RECALL IT WITHOUT THIS PAGE.

TRAP

Use a short taxonomy: missing knowledge, wrong family, wrong rule, missed condition, representation, calculation, judgement, confidence or time.

WHAT IT HIDES

Choose the earliest cause that would have prevented the loss.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Complete three repairs from the last set and schedule a transfer test with unfamiliar questions.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

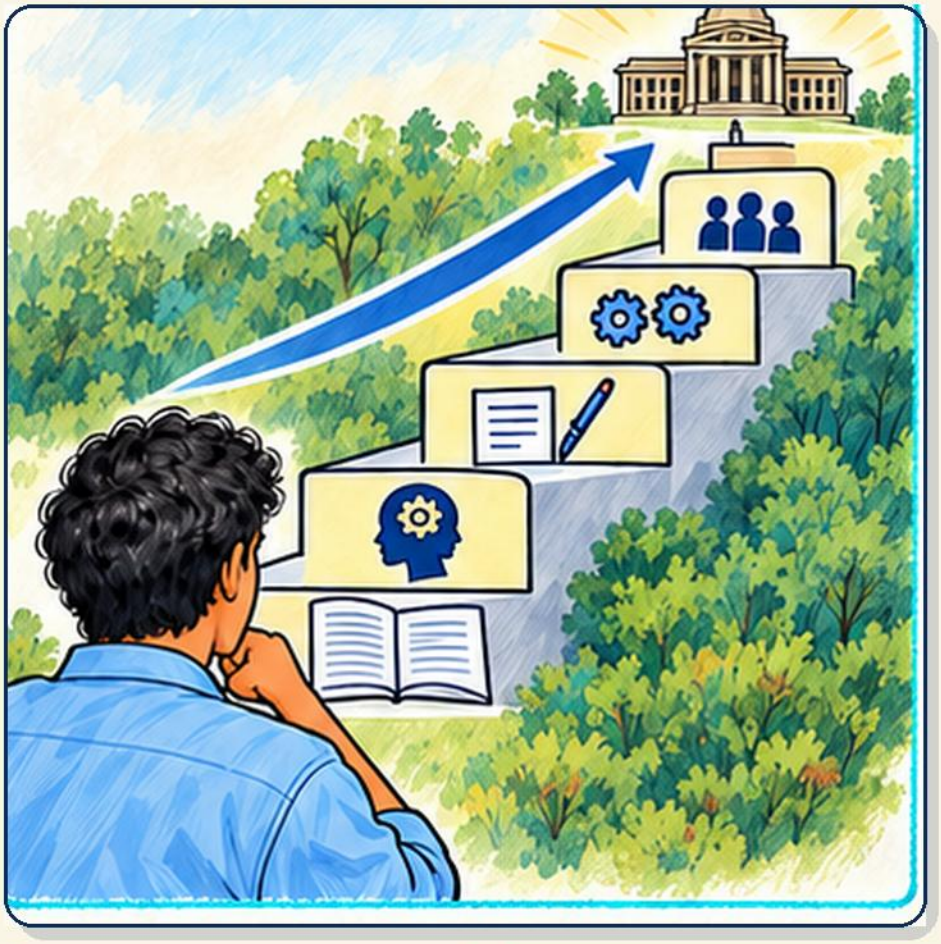
WHY THIS MATTERS Later symptoms matter less when the first error is clear.

SOURCE + SCOPE Error taxonomy and repair loop are editorial.

GROUP 1 FOUNDATION · 09

PLACE THIS COMPONENT INSIDE THE FULL PROGRAMME

Ability improves through recurring practice, not one long reading block. Keep short focused sessions, one mixed set and periodic timed exposure.



SEE THE RELATIONSHIP

1. **SCREENING USE**
   Preserve the subject papers beside it because Paper II strength cannot compensate for...
2. **MAINS USE**
   Ability improves through recurring practice, not one long reading block.
3. **WEEKLY SLOT**
   Keep short focused sessions, one mixed set and periodic timed exposure.
4. **REVIEW**
   Group 1 Complete costs ₹4,000 for 12 months and includes the broader 176-chapter...

WORKED STRIP

1. SCREENING USE
2. MAINS USE
3. WEEKLY SLOT
4. REVIEW

RECALL IT WITHOUT THIS PAGE.

TRAP

Preserve the subject papers beside it because Paper II strength cannot compensate for disappearing Paper I coverage.

WHAT IT HIDES

Keep short focused sessions, one mixed set and periodic timed exposure.

REPAIR THE CAUSE, THEN RETEST.

PAUSE + TRY

Decide the next practice family and its reattempt date. Use paid structure only if it removes a recurring planning or feedback failure.

- [ ] Name the task
- [ ] Make one attempt
- [ ] Mark the repair

TRANSFER IT TO A FRESH EXAMPLE.

WHY THIS MATTERS Group 1 Complete costs ₹4,000 for 12 months and includes the broader 176-chapter course, answer-writing through DOJO and PRISM, Essay, mocks and interview support.

SOURCE + SCOPE Offer facts come from BLOOM's published facts file, last updated 28 August 2026.

YOUR NEXT GUIDE
THE SUPPORT THAT FITS



Group 1 Complete Program
₹14,000

12 MONTHS · GST INCLUDED

176 chapters · DOJO + PRISM · Essay · mocks · interview

WHAT IT CARRIES

- Study depth across every Group 1 paper (176 chapters)
- Answer-writing program (DOJO and PRISM)
- Essay, mocks and interview support

Group 1 and Group 2 Combined
₹20,000

12 MONTHS · GST INCLUDED

Everything in Group 1 Complete and Group 2 Complete

WHAT IT CARRIES

- Everything in Group 1 Complete
- Everything in Group 2 Complete

Mentorship
₹32,000

12 MONTHS · GST INCLUDED

One-to-one direction · Combined course · application-based seats

WHAT IT CARRIES

- One-to-one mentorship
- Everything in the Combined course

VALUE + TERMS

Prices include 18% GST. Full refund within 7 days of payment. No monthly plan or automatic renewal. Use the free guide first; choose paid support by the recurring work you want BLOOM to carry.



FINAL ACTION

- [ ] Name today's gap
- [ ] Open one matching guide
- [ ] Finish its prompt