Management Assistant Exam Past Papers And Answer In Sinhala

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Management Assistant Exam Past Papers: □□□□□□ □□ □□□□□□□□□

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1. [illegible] [illegible] [illegible] [illegible] [illegible] ([illegible]: [illegible] [illegible] [illegible] [illegible])
2. [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]
3. [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]
4. [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]

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1. [illegible] [illegible] [illegible]: Facebook, WhatsApp, Telegram [illegible], [illegible] [illegible] [illegible] [illegible]
2. [illegible] [illegible] [illegible] [illegible]: [illegible] [illegible] [illegible] [illegible] [illegible] [illegible], [illegible] [illegible] [illegible]
3. [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]
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1. [illegible] [illegible] [illegible] **(Multiple Choice Questions - MCQs):** [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]
2. [illegible] [illegible] **(Short Answer Questions):** [illegible] [illegible] [illegible] [illegible]
3. [illegible] [illegible] **(Essay Questions):** [illegible] [illegible], [illegible] [illegible] [illegible]
4. [illegible] [illegible] **(Numerical Questions):** [illegible] [illegible] [illegible] [illegible] [illegible]

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මානෙජ්මන්ට් අසස්ටන්ට් විභාග පසුගිය පැයිපර් හා පිළිතුරු: සම්පූර්ණ මාර්ගෝපදේශය මානෙජ්මන්ට් අසස්ටන්ට් විභාගය සිසුන් අතර අතිශයින් හොඳ ලෙස සැලකෙන, වෘත්තීය මට්ටමේ විභාගයක් වන අතර මෙහි ඉහළම අරමුණ වන්නේ අයදුම්කරුගේ කළමනාකරණ හැකියාවන්, වාණිජ කාර්යයන්, සංවිධාන හැකියාවන් සහ වෘත්තීය මනාපය මැනීමටය. මෙම විභාගයට සූදානම් වීමේදී, පසුගිය පැයිපර් ප්රශ්න පත්ර හා පිළිතුරු විශාල උපකාරී සාධක වේ. ඒ නිසා, මෙවැනි පසුගිය පත්ර අධ්යයනය කිරීමෙන් ඔබට විභාගයේ ආකෘතිය, ප්රශ්න ආකාර, අවධානය යොමු කළ යුතු ප්රදේශ, සහ ඔබගේ ප්රවීණතාවය වැඩිදියුණු කර ගැනීමේ හැකියාවන් මැනවිය හැක.

පසුගිය මාර්ගෝපදේශ පත්රයන්ගේ වැදගත්කම

1. විභාග ආකෘතිය තේරෙයි

- පසුගිය පැයිපර් පත්ර කියවීමෙන් ඔබට විභාගයේ සංවිධානය, ප්රශ්න වර්ග, ප්රශ්න සංඛ්යාත්මක, ලිඛිත, මනෝවෘත්තීය, වාර්තාකරණ, ව්යාපාරික ලිඛිත කටයුතු වැනි අංග මෙන්ම, ප්රශ්නවල මට්ටම තේරුම් ගැනීමට හැකියාව ලැබේ. - එසේම, ව්යාපෘති විභාග, තේරීම් පරීක්ෂණ, වෘත්තීය සම්මුඛ පරීක්ෂණ වැනි අමතර කොටස් සම්බන්ධ දැනුම දියුණු කරයි.

2. ප්රශ්න ආකාර හඳුනා ගන්න

- විවිධ ප්රශ්න වර්ග (Multiple Choice, ඇසුරුම්, ලිඛිත පිළිතුරු, විවරණාත්මක) අනාවරණය කිරීම. - කුමන ප්රශ්න වර්ගවලට ඔබට වැඩි අවධානය යොමු කළ යුතුදැයි තීරණය කිරීම. - සමහර විට, අතිරේක ප්රශ්න, තේරීම් ප්රශ්න, සංඛ්යාත්මක ප්රශ්න, ලිඛිත සාකච්ඡා ප්රශ්න.

3. ප්රශ්න මට්ටම සහ මූලිකත්වය

- පෙර පරීක්ෂණ ප්රශ්න මූලික මට්ටමෙන් ම උසස් මට්ටම දක්වා වර්ගීකරණය. - උසස් මට්ටමේ ප්රශ්න සූදානම් වීමෙන් ඔබට අභියෝගාත්මක අංශවලට සූදානම් විය හැක. - මූලික හා අනවශ්ය මට්ටමෙන් ඉවතට යාමට, පසුගිය ප්රශ්නවල අර්ථ දැක්වීම ශක්තිමත් කර ගන්න.

පසුගිය පැයිපර් පිළිතුරු හා ඒවායේ අර්ථ දැක්වීම

1. පිළිතුරු විශ්ලේෂණය

- පිළිතුරු අරඹා බලන්න, ඔබ කලින් මොන ප්රශ්න උත්තර දුන්නේද, ඒවා නිවැරදියිද, අසනීපයිද යන්න. - ප්රශ්නවල අතුරුදන්වීම්, වැරදි පිළිතුරු, නැවත කියවීමේ අවශ්යතාවය.

2. වැරදි හා නිවැරදි පිළිතුරු

- වැරදි පිළිතුරු අන්දම, ඔබේ දුර්වලතා දැනගන්න. - නිවැරදි පිළිතුරු මඟින් ඔබට අවශ්ය ප්රශ්න වර්ග, ප්රශ්න ආකාර පිළිබඳ දැනුම ලබා ගත හැක. - වරදක් සිදුවූ ප්රශ්න නැවත වටහාගන්න, හා ඒ අනුව ඉදිරි අධ්යයනය සැලසුම් කරන්න.

3. පිළිතුරු වාර්තා හා උපුටාදුන් මූලාශ්ර

- පිළිතුරු වාර්තා කිරීමෙන්, ඔබගේ ප්රගතිය මැනවිය හැක. - එමෙන්ම, අසමත් ප්රශ්න හඳුනා ගැනීම හා ඒවා මාර්ගෝපදේශ කිරීමේ හැකියාව.

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- [illegible] [illegible], [illegible], [illegible]. - [illegible]: "[illegible]?" "[illegible] [illegible]."

2. [illegible]

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No	Question	Answer
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