

Complete Booklist & Syllabus For NIACL AO Exam

The Administrative Officer syllabus for the New India Assurance AO exam is comprehensive and requires a lot of information sources to adequately address the challenges of NIACL AO question paper.

Like NIACL AO, many exams come within the realm of the Insurance sector. Candidates interested to know in-depth about various [Insurance exams](#), can refer to the linked article.

Here, we are giving the list of important NIACL AO books and Syllabus for New India Assurance AO examination.

NIACL AO Syllabus

Three sections in NIACL AO syllabus for Prelims and Mains exam overlap each other, i.e. English Language, Reasoning and Numerical Ability. Besides these, General Awareness and professional knowledge section is added in Mains exam.

Topic-wise syllabus for each section in [NIACL AO exam](#) is as follows:

NIACL AO Syllabus for Reasoning:

- Coded Inequalities.
- Seating Arrangement (Circular, Linear, Square).
- Puzzle Tabulation.
- Logical Reasoning.
- Order/ Ranking/Direction/Alphabet Test.
- Data Sufficiency.
- Syllogism.
- Blood Relations.
- Input-Output.
- Coding-Decoding.
- Alphanumeric Series/ Number Series/Alphabet Series
- Direction based questions
- Inequalities (Direct and Coded)

NIACL AO Syllabus for English:

- Reading Comprehension
- Cloze test

- Fill in the blanks
- Error Spotting/New Pattern Error Spotting
- Sentence Correction/Sentence Improvement
- Para Jumbles
- Para Summary
- Odd One Out
- Para Completion

NIACL AO Syllabus for Quantitative Aptitude:

- Data Interpretation
- Simplification/ Approximation
- Number Series
- Quadratic Equations
- Quantity based problems
- Ratio & Proportion
- Percentage & Averages
- Profit & Loss
- Mixtures & Allegations
- Pipes and Cisterns
- Boats and Streams
- Simple Interest & Compound Interest
- Time, Work and Wages
- Time & Distance
- Permutation, Combination & Probability

NIACL AO Syllabus for General Awareness:

- Current Affairs.
- Summits.
- Books & Authors.
- Awards.
- Sports added in NIACL AO Syllabus
- Defence.
- National.
- Appointment.
- International.
- Obituary etc.
- Banking Awareness
- Indian Financial System
- History of Indian Banking Industry
- Regulatory Bodies Monetary & Credit Policies
- Budget Basics and Current Union Budget
- International Organisation / Financial Institutions
- Capital Market & Money Market added in NIACL AO Syllabus

- Government Schemes Abbreviations and Economic terminologies
- Other important concepts
- Abbreviations and Economic terminologies
- Other important concepts.

For all [NIACL exam](#) related information, eligibility and preparation strategy, click here.

NIACL AO Books

Candidates are suggested to choose from the latest edition of books available for NIACL AO exam.

List of important Books to refer for NIACL AO exam preparation is mentioned below:

NIACL AO Books - Reasoning	
Name of the books	Name of the authors
Logical & Analytical Reasoning (English)	A. K. Gupta
A New Approach to Reasoning Verbal & Non-Verbal (English)	B. S. Sijwali, Indu Sijwali
Analytical Reasoning	M.K.Pandey
Verbal & Non-Verbal Reasoning	R.S.Aggarwal

NIACL AO Books - English	
Books	Authors
Perfect Competitive English	V.K.Sinha
Competitive General English	Kiran Prakashan
Objective General English	S.P.Bakshi

Candidates should mainly focus on the grammar, vocabulary and reading comprehension parts while preparing for the English exam.

NIACL AO Books - Quantitative Aptitude	
Books	Authors

Fast Track Objective Arithmetic	Rajesh Sharma
Quantitative Aptitude	R. S. Agrawal
Fast Track Objective Arithmetic	Arihant Publication
Mathematics Class 11th and 12th	R. D. Sharma

NIACL AO Books - General Awareness
General Knowledge by Binary Karn (Lucent Publications)
General Knowledge by Arihant Publications
General Physics by Rakesh Yadav
General Science by Lucent (English)

For complete information on [NIACL AO recruitment](#), visit the linked page.

Candidates eyeing for a promising career in the Public Sector are advised to check all the relevant information of various [Government exams](#), here.