

CSIR-NET General Aptitude: (Learn Basics of Alphabet Test in Reasoning Section)



Basic Concepts & Tricks to Alphabet Test

In this type, the question asked is based on finding an English letter to the left or right of another English letter in alphabetical order. Sometimes the Question is based on finding the number of English letter(s) between two different English letters.

This type of question varies on the arrangement of alphabetical order. For example, it can be Backward, first half backward, second half backward, multiple letter segments in changed order etc. Some of the questions asked are based on finding the middle letter of two specified letters, and in some questions, it is asked which letters do not change their place after alphabet arrangement.

So, the detailed explanation with examples is as follow:

1. Place a letter in forward order

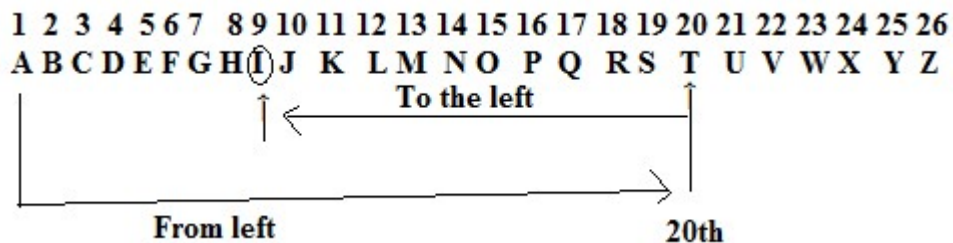
In this type of question, the exact letter has to be found out with the help of the direction of the question. The example discussed below will give you a better idea about this type of question.

Ex 1: Find the 11th letter to the left of the 20th letter from the left in the English alphabet.

- (a) D
- (b) J
- (c) K
- (d) I

Solution: (d)

Let us see



Hence, the 11th letter to the left of the 20th letter from the left is I.

Alternate Method

In the English alphabet, 11th letter to the left of 20th letter of your left = (20-11) th letter from the left = 9th letter from the left = I

2. Place Of Letter in Completely Backward Order

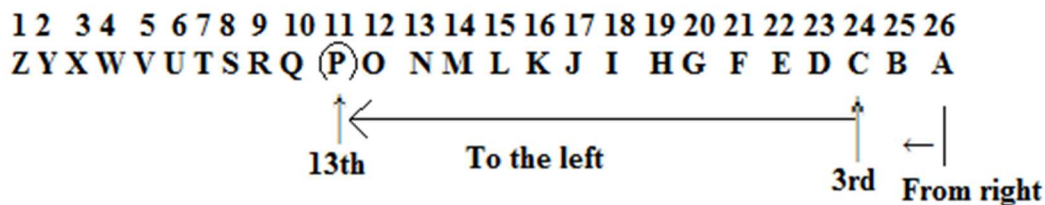
In such questions, the order of letters is completely reversed, or they are counted from Z to A, and then the place of the letter is asked with the help of direction.

Ex 2: If the English alphabet is written in backward order, then what will be the 13th letter to the left of the 3rd letter from right?

- (a) P
- (b) N
- (c) R
- (d) Q

Solution: (a)

Backward order is written as



Now, the 13th letter to the left of the 3rd letter from the right is P.

Alternate Method

In backward order of the alphabet, 13th letter to the left of the 3rd letter of your right = (3+13)th letter from right = 16th letter from right P.

3. Place of a Letter When First Half is in Backward Order

In such type of question, only the 1st half of the order of alphabetical series is reversed. The remaining are left unaltered, i.e., the order of A to M is reversed, and then questions related to the latter's position are asked.

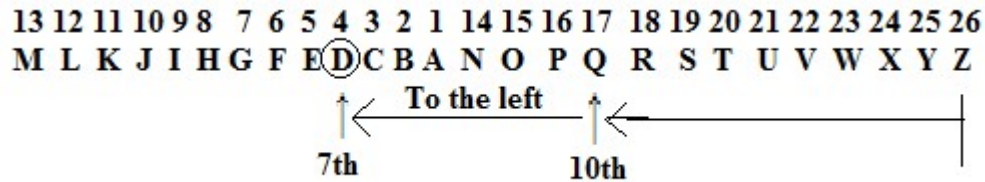
Ex 3: If 1st half of the English alphabet is written in backward order, what will be the 7th letter to the left the 10th letter from your right?

- (a) C

- (b) E
- (c) D
- (d) J

Solution: (c)

Let us see



The 7th letter to the left of the 10th letter from our right is D.

4. Place of a Letter When Second Half is in Backward Order

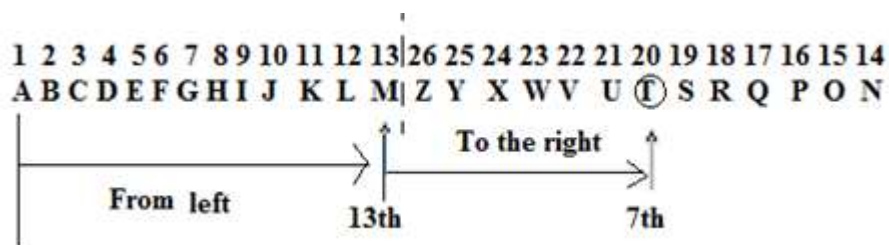
In such types of questions, the 2nd half is reversed, i.e., from N to Z and remaining are kept as it is, and then questions related to the place of the English alphabet are asked.

Ex 4: If 2nd half of the English alphabet is written in backward order, what will be the 7th letter to the right of the 13th letter from your left?

- (a) T
- (b) U
- (c) V
- (d) S

Solution: (a)

Let us see



The 7th letter to the right of the 13th letter from our left is T.

5. Multiple Letter Segment in Backward Order

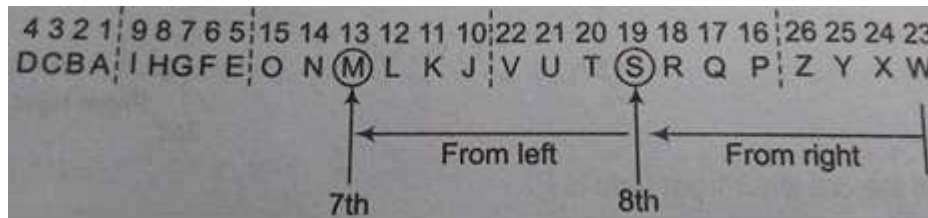
In such types of questions, no specified order of change is followed in alphabetical order. Instead, they are changed according to the condition given in a particular question.

Ex 5: If the first four letters of the English alphabet are written in reverse order; again next 5 letters are written in reverse order; again next 6 letters are written in reverse order; next 7 letters are written in reverse order and finally, the remaining letters are also written in reverse order, then what will be the 7th letter to the left of the 8th letter from right?

- (a) M
- (b) N
- (c) O
- (d) L

Solution: (a)

Let us see the arrangement



The 7th letter to the 8th letter from the right is M.

6. Number of Letter in the Middle of Two Letters

In this particular type, the question asked to calculate the total number of English letters between any two specified letters as directed in the question.

Four situations can be created under these types of problems

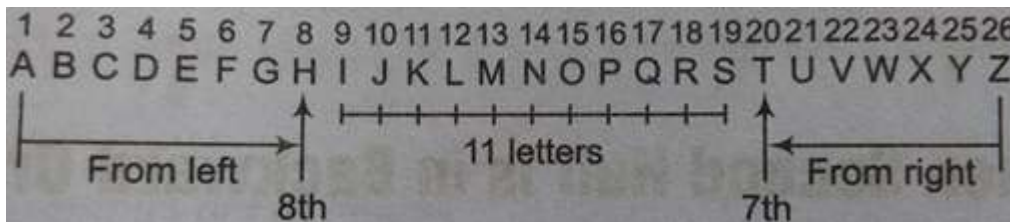


Ex 6: How many letters are there between the 8th letter from left and the 7th letter right in the English alphabet?

- (a) 7
- (b) 11
- (c) 8
- (d) 9

Solution: (b)

Let us see



There are 11th letters between the 8th letter from left and the 7th letter from right.

Alternate Method

Total number of letters in the English alphabet =26

Required number of letters =26-(8+7) =11

7. Middle Letter between Two letters

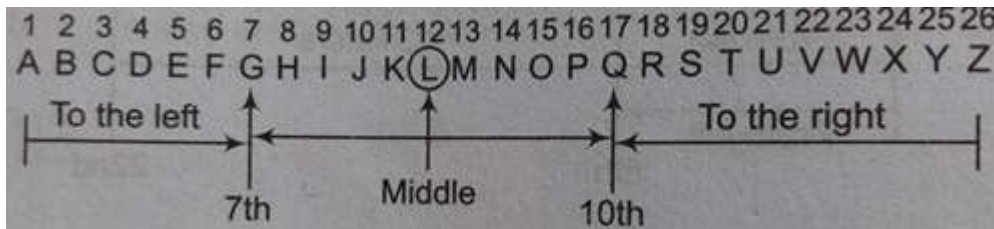
In these types of questions, it is asked to find the middle letter of the two specified letters of the English alphabet.

Ex 7: Which letter is in the middle of the 7th letter from the left and the 10th letter from the right in the English alphabet?

- (a) L
- (b) P
- (c) M
- (d) Q

Solution: (a)

Let us see



Letters between G and Q is L.

Alternate Method

10th letter from right = 27 - 10 = 17th letter from left.

Required middle letter = $7 + (17 - 7) / 2 = 24 / 2 = 12^{\text{th}}$ letter from left = L

8. Same Position of Alphabet after Arranging Alphabetically

A word is given in this type of question and then asked how many letters remain the same in their position if they are arranged in alphabetical order.

Ex 8: How many such letters are there in the word 'CADMP' which remain the same in their position if they are arranged in alphabetical order?

- (a) One
- (b) Two
- (c) Three
- (d) Four

Solution: (c)

Original word	C	A	D	M	P
Rearrangement	A	C	D	M	P

So, such types of letters are D, M and P.