

Loyola Pvt. ITI Vijayapura

March Monthly Test

Q. ID: ITISKILL26175P | March 2026

60.00% 15 / 25

Student Name	PAVAN CHAVAN	Access Code	0177
Attempt No.	#2	Completion Time	11:36 AM
Rank	#9	Total Questions	25

15 SCORE

25 MAX MARKS

15 CORRECT

10 INCORRECT

Answer Review

Q1 **CORRECT** Nitya wanted to discuss an issue with her teammates. What type of communication is it?

A. Written

B. Verbal ☒

C. Image

D. Video

Q2 **CORRECT** The way we sit, our facial expression and body language show_____ communication.

A. non- verbal ☒

B. verbal

C. informal

D. written

Q3 **CORRECT** Verbal communication is the use of ____.

A. Sign

B. Words ☒

C. Maths

D. Images

Q4 **INCORRECT** Forms of verbal communication are ____.

A. Making eye contact

B. Thinking

C. Writing and Speaking ☒

D. Dancing ☐

Q5 **INCORRECT** Raj and Tej talk to each other only on the phone. What type of communication is this?

A. Sign communication

B. Non-Verbal Communication ☐

C. Verbal Communication ☒

D. Written communication

Q6 **INCORRECT** 'Reg' in the letter means ____.

A. Regarding ☒

B. Subject

C. Greetings ☐

D. Body

Q7 **INCORRECT** Tom received a letter, but it did not have any details of who sent it. The letter was missing the _____?address.

A. Receiver?s ☐

B. Sender?s ☐

C. Greetings

D. Subject

Q8 **INCORRECT** Sam wanted to apply for a job. He thought of writing a cover letter to the company. But his friend suggested to attach _____ with the cover letter.

A. Brochure

B. Leave ☐

C. Formal

D. Resume ☐

Q9 **CORRECT** Which is not a type of non-verbal communication ?

A. E-mail ☐

B. Eye-contact

C. Hand movements

D. Facial expression

Q10 **CORRECT** Shouting shows we are angry. Talking very slowly shows we are tired or sleepy. What part of non-verbal communication helps us understand this?

A. Smile

B. Hand movements

C. Tone of voice ☐

D. Eye movements

Q11 **CORRECT** Distance between yourself and the other person is called _____.

A. Spatial distance ☒

B. Relationship

C. Informal

D. Close

Q12 **INCORRECT** Which is not a type of communication?

A. Verbal

B. Non-verbal ☒

C. Written

D. Driving ☐

Q13 **CORRECT** Vinod met his new manager at his workplace. He had to _____ himself first.

A. Thank

B. Introduce ☒

C. Appreciate

D. Praise

Q14 **INCORRECT** Whenever we are communicating we have to be dressed appropriately, maintain our body language and maintain ____?.

A. a very loud volume ☒

B. make up

C. eye contact ☐

D. silence

Q15 **CORRECT** Exchange of ideas happen through ____.

A. Communication ☒

B. Listening

C. Watching

D. Singing

Q16 **CORRECT** Which communication method should be used to share confidential information and documents in the workplace?

A. WhatsApp

B. Email ☒

C. Instagram

D. Phone

Q17 **CORRECT** What can make it difficult to communicate in the workplace?

A. Language differences

B. Use of unfamiliar words

C. Differences in communication styles

D. All of these ☒

Q18 **CORRECT** Ram, Vinay and Sandeep are working as a team to finish the geography project. Vinay is sharing his thoughts. What are Vinay and Sandeep supposed to do?

A. Listen actively ☒

B. Play

C. Go around the school

D. None of these

Q19 **INCORRECT** Argument or disagreement between two groups of people is called_____.

A. Teamwork ☐

B. Conflict ☐

C. Happiness

D. Fun

Q20 **CORRECT** Conflict usually creates ____?.

A. Negative emotions ☐

B. Positive emotions

C. Happy emotions

D. Enjoyment

Q21 **CORRECT** Conflict in workplace affects __?.

A. ability to work ☐

B. salary

C. environment

D. weather

Q22 **CORRECT** James had to meet his team members Suraj, Reena and Nagma on Friday. James called Suraj and Reena. But he did not inform Nagma. This is an example of_____.

A. Poor communication ☐

B. Typing error

C. Stress

D. Poor listening

Q23 **INCORRECT** During criticism we must remain ____and ____to the person.

A. happy and joyful ☐

B. calm and listen ☒

C. shout and cry

D. fight and cry

Q24 **CORRECT** We start communicating when we are_____.

A. Adults

B. Parents

C. Children ☒

D. Old

Q25 **INCORRECT** How should you respond to constructive feedback from someone?

A. Listen and understand ☒

B. Argue with the person ☐

C. Feel nervous

D. Ignore the feedback