

GOVT ITI RIPPONPETE

Monthly test for the month of Feb -2026

Q. ID: ITISKILL0460HS | February 2026

90.00% 18 / 20

Student Name	Karthik MD	Access Code	9821
Attempt No.	#1	Completion Time	12:08 PM
Rank	#8	Total Questions	20

18 SCORE

20 MAX MARKS

18 CORRECT

2 INCORRECT

Answer Review

Q1 **CORRECT** Which of these is an informal greeting?

A. Good day

B. Good morning

C. Good evening

D. Hey

Q2 **CORRECT** Malini is attending her new school today. She introduces herself as ____.

A. Good bye

B. Hello everyone!

C. What?s up guys

D. Longtime everyone

Q3 **CORRECT** When you ask someone something it is ____.

A. Answer

B. Blank

C. Question

D. Response

Q4 **INCORRECT** When two or more people give their thoughts and views on a topic. It is called a_____.

A. Speaking

B. Listening

C. Reading

D. Group discussion

Q5 **CORRECT** A person who makes a call_____

A. Keypad

B. Caller

C. Phase

D. Contacts

Q6 **CORRECT** Receiver is a person who ____the call.

A. Blocks

B. Dials

C. Receives

D. Rejects

Q7 **CORRECT** Location for the job means ___?

A. Title

B. Description

C. Name

D. Place

Q8 **CORRECT** A person who works with us is called a ___?

A. Friend

B. Coworker

C. Family

D. Relative

Q9 **INCORRECT** Most of the government job calls will be in ___format.

A. Paper format

B. Direct

C. Indirect

D. In person

Q10 **CORRECT** Swaraj is looking for internet-based/data entry jobs. What is the most important skill he needs?

A. Basic computer skills

B. Entrepreneurial skills

C. Beautician skills

D. Wood cutting skills

Q11 **CORRECT** _____ is a way of thinking to solve a problem.

A. Critical thinking

B. Self confidence

C. Negative attitude

D. Time Management

Q12 **CORRECT** Good time management helps in improving _____ at work.

A. Weakness

B. Performance

C. Stress

D. Pressure

Q13 **CORRECT** Activities that one is good at and can do well are called ____.

A. Abilities

B. Interests

C. Passion

D. Sports

Q14 **CORRECT** Which is NOT a proper way to collect data about a career?

A. Listening to gossips

B. Career magazines

C. Career guidance agencies

D. News papers

Q15 **CORRECT** Effective communication needs to be -

A. Simple

B. Clear

C. Complete

D. All of these

Q16 **CORRECT** Verbal communication is the use of ____.

A. Sign

B. Words

C. Maths

D. Images

Q17 **CORRECT** Seetha is speaking to her customers to understand how to improve her business. What type of communication is this?

A. Verbal Communication

B. Non-Verbal Communication

C. No Communication

D. Written communication

Q18 **CORRECT** Letter is a form of _____ communication.

A. Non-verbal

B. Spoken

C. Written

D. Telephone

Q19 **CORRECT** Which is not a type of non-verbal communication ?

A. E-mail

B. Eye-contact

C. Hand movements

D. Facial expression

Q20 **CORRECT** When talking to our co-workers, we should not stand or sit _____ to them.

A. too close

B. opposite

C. In front of

D. next to