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48.57% 34 / 70

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Attempt No.	#1	Completion Time	01:30 PM
Rank	#2	Total Questions	70

34 SCORE	**70** MAX MARKS	**34** CORRECT	**36** INCORRECT

Answer Review

Q1 INCORRECT Which of the following are included in a resume?

A. Hobbies, favorite foods, and personal interests

B. Childhood memories, dreams, and aspirations

C. Daily routine, favorite movies, and vacation plans □

D. Contact information, educational details, skills and work experience □

Q2 INCORRECT Raghav is applying for a job at a marketing firm. What will make his cover letter easy to read?

A. Long descriptions □

B. Dividing the text into shorter paragraphs □

C. Increasing the font size

D. All of these

Q3 CORRECT To apply for a job, what is the next step after making an impactful resume?

A. Sending the resume to the employer

B. Writing an impressive cover letter

C. Preparing for interview

D. Applying for the job

Q4 CORRECT Pranav is working on his resume. While reviewing his resume, what should Pranav keep in mind?

A. Check for spelling and grammar mistakes

B. Ensure that the information provided is correct

C. Highlight skills and qualifications that match the job

D. All of these

Q5 INCORRECT Pooja is applying for a Motor Mechanics position in an automobile company. What should she include in her cover letter?

A. Salary expectations

B. Education details

C. Reasons why she is suitable for the role

D. Her hobbies - cooking, gardening

Q6 INCORRECT What is formal communication?

A. All written communication

B. Official communication following a set of rules

C. Talking with friends and family

D. Casual chatting on social media

Q7 INCORRECT Which of the following is a formal introduction in a job interview?

A. Hey there! I'm Parmeet, nice to meet you!

B. Hi, I'm Parmeet. Thanks for having me!

C. Yo, I'm Parmeet. Let's get started!

D. Good morning/ afternoon. I am Parmeet and I want to thank you for considering me for this role.

Q8 CORRECT What is an example of formal written communication?

A. Texting a friend

B. Sending a WhatsApp message

C. Writing an email to your manager

D. Posting on social media platforms

Q9 INCORRECT During a job interview, if you couldn't hear or understand a question, what would you say?

A. Sorry! I didn't understand. Could you please repeat the question?

B. Hey, can you repeat that? I wasn't paying attention

C. I am lost. Can you say it again?

D. Speak clearly and repeat the question.

Q10 CORRECT During a job interview, Ramesh is asked to describe his top three strengths. Which of the following responses shows good formal communication?

A. I'm pretty good at a lot of things.

B. Uh, I guess I can do a little bit of everything.

C. My top three skills are problem- solving, teamwork, and attention to detail.

D. I don't know, I never really thought about it.

Q11 INCORRECT What is 'informal communication'?

A. All verbal communication

B. Official communication following a set of rules

C. Casual conversations outside of official work arrangements

D. Talking at official meetings

Q12 INCORRECT Which of the following are some informal situations within the workplace?

A. Having a meal in the canteen/ cafeteria

B. Drinking water near the water cooler

C. Waiting or walking in the lobby/hallways

D. All of these

Q13 CORRECT What are some advantages of informal communication at the workplace?

A. Helps people work together better

B. Makes things more official at work

C. Creates a strict environment at work

D. Makes people talk less

Q14 CORRECT You have started a new job at a company. During lunch break, you notice some coworkers chatting. How would you start an informal conversation with them?

A. Introduce yourself formally and inquire about their roles in the company

B. Ask about the TV shows/ sports they like to watch/ books they like to read or their weekend plans

C. Ask about their salary

D. Ignore them and have your meal

Q15 INCORRECT You are at work, and a coworker asks for your support/help with a task. How would you respond informally?

A. I can help, but seriously, you don't even know this much? What's the problem?

B. I am too busy right now. Ask someone else.

C. Sure, I can help. What do you need?

D. Could you please submit a formal request via email?

Q16 CORRECT What is workplace etiquette?

A. Everyday manners outside of work

B. Proper behavior in the workplace based on respect and professionalism

C. Casual behavior with colleagues

D. None of these

Q17 INCORRECT Which of the following is considered appropriate workplace behavior?

A. Being late to work regularly

B. Interrupting others during meetings

C. Talking loudly on the phone

D. Maintaining a clean workspace

Q18 CORRECT Christy is working at her desk. Which of the following behaviors is inappropriate in the workplace?

A. Maintain a clean workspace

B. Speak in a polite and clear manner

C. Tap repeatedly on the desk

D. Focus on tasks and avoid distractions from phone

Q19 CORRECT Which of the following actions by Aisha during the team meeting show appropriate workplace etiquette?

A. Continuously check her phone and respond to messages

B. Chat with her coworkers about non-work things

C. Interrupt the speaker to share her thoughts

D. Put her phone on silent mode and actively participate in the discussion □

Q20 CORRECT During a lunch break, Arjun overhears his coworkers gossiping about another coworker. What should Arjun do?

A. Tell his coworkers that gossiping is inappropriate workplace behaviour □

B. Join the conversation and share his own opinion about the coworker

C. Tell another coworker about the gossip

D. Listen to the gossip

Q21 CORRECT Which of the following statements shows good teamwork?

A. Keeping all ideas to yourself

B. Criticizing teammates? efforts

C. Working together towards a common goal □

D. Ignoring others? ideas and opinions

Q22 CORRECT Which of the following is NOT needed for teamwork?

A. Healthy communication

B. Division of work

C. Conflict and argument □

D. Trust

Q23 INCORRECT Ravi is working on a project with two other teammates. Which of these make him a good team player?

A. Getting angry when others don?t listen

B. Sharing ideas to help the team work faster

C. Thinking he can never make a mistake

D. Not listening to his teammates ideas and opinions

Q24 CORRECT Your team has completed a challenging project successfully. How should you celebrate the success?

A. Say you did everything and don?t praise others.

B. Blame the group for any errors.

C. Don?t celebrate and start the next job.

D. Thank everyone in your group for helping.

Q25 CORRECT During a group project, one of your teammates is struggling to complete their assigned task. What should you do?

A. Ignore their struggle and focus on your own tasks

B. Offer to help and support them to complete their task

C. Criticize them for not being efficient

D. Complain to the teacher about their lack of contribution

Q26 CORRECT An entrepreneurial mindset means to:

A. Identify opportunities and use them for your benefit

B. Try different ways to solve problems

C. Achieve your goal, without giving up

D. All of these

Q27 CORRECT What does it mean to think like a business person?

A. Only thinking about money

B. Being scared to try new things

C. Seeing problems as things to fix □

D. Not liking change

Q28 CORRECT If you face a problem in your community, which of the following entrepreneurial mindset traits would be most helpful?

A. Waiting until everything is perfect to do something

B. Taking action to solve the problem □

C. Ignoring the problem and hoping it goes away

D. Blaming others for the problem

Q29 INCORRECT Imli makes soaps and sells from her home. She wants to grow her business. What should she do?

A. Talk to shopkeepers and build connections with them. □

B. Keep doing the same thing without any changes □

C. Wait for an opportunity to grow the business

D. Only sell to her neighbors

Q30 CORRECT If your coworkers don't agree with your project idea, what's a good way to handle it with an entrepreneurial mindset?

A. Give up on your idea

B. Stop talking about it

C. Ask for feedback and make your idea better with their help □

D. Stick to your idea without listening to others

Q31 INCORRECT Why is it important to have a business plan before starting a business?

A. To attract investors and get a loan

B. To outline goals and set clear direction for growth

C. To identify potential challenges and risks

D. All of these

Q32 CORRECT Imagine you are setting up a mobile repair shop. Which of the following is the most important for its success?

A. Setting up the shop in a busy area

B. Offering repair services at a higher price

C. Putting up flyers in the neigh- bourhood

D. Picking the right shop name

Q33 INCORRECT Mehul is making a plan for his business. Which of the following is NOT included in a business plan?

A. Business idea

B. Startup costs

C. Future growth strategies

D. Personal interests and hobbies

Q34 INCORRECT Anita is going to the bank today to ask for a loan. She has prepared a business plan. Which of the following will make her business plan strong?

A. Have only the idea and name of her business

B. Total cost of starting her business without any details

C. Challenges her business might face along with solutions for them

D. None of these

Q35 CORRECT Imagine you are starting a bakery business. What would you focus on first in your business plan?

A. Selecting a catchy name for the bakery

B. Calculating how much money you need to start the business □

C. Planning how to advertise the bakery on social media

D. Figuring out how the business will grow

Q36 INCORRECT When presenting your business plan, what should you do to engage and connect with the audience?

A. Practice until you can confidently present your plan □

B. Repeat yourself multiple times

C. Share a story or an experience that shaped your idea □

D. Avoid eye contact with the audience

Q37 CORRECT When presenting your business plan to a potential investor, you should be clear about_____

A. Initial investment required and breakdown of the costs

B. Expected customer count

C. Potential earnings

D. All of these □

Q38 CORRECT When presenting your business plan, what can you do to help audience understand and believe in your product/service?

A. Repeat yourself multiple times

B. Give demo of the product/ service □

C. Share overall business costs

D. Tell a joke

Q39 INCORRECT Imagine you're presenting your business plan to potential investors. Why is it important to actively listen to their questions and provide thoughtful answers?

A. To show off your expertise

B. To avoid eye contact

C. To understand the concerns of the investors and build their confidence in your plan

D. None of these

Q40 CORRECT Maya needs funding for her small business. What can she do to find a suitable investor?

A. Send her business plan to every investor she finds online.

B. Attend networking events to meet suitable investors.

C. Send her business plan to her friends and ask them to send it to investors they may know.

D. Wait for the suitable investor to find her

Q41 CORRECT How have workplaces changed after COVID?

A. More focus on technology

B. Flexible working hours

C. Mix of in-person and at-home work

D. All of the above

Q42 CORRECT Which is an example of being open to learning in the workplace?

A. Refusing to attend training sessions to improve technology skills

B. Accepting and adapting to changes in work processes

C. Avoiding feedback from colleagues

D. Ignoring advancements in technology

Q43 CORRECT Irfan needs a job. How can he prepare for the future of work ?

A. Learn making reels and TikTok videos

B. Avoid learning new skills

C. Master internet skills

D. Avoid building professional relationships

Q44 INCORRECT What is an important future workplace skill for employees?

A. Doing paperwork

B. Doing manual work

C. Networking and relationship- building

D. Planning holidays

Q45 CORRECT Raghav joined a new company after COVID. He is nervous about using the digital tablets provided at work. What should he do?

A. Complain to his manager

B. Ask his coworkers to do all the digital work

C. Quit his job

D. Keep an open mind and ask his coworkers to teach him

Q46 CORRECT Which of the following best describes the gig economy?

A. A system where employees work full-time for a single employer

B. A system where workers take on part-time or temporary jobs

C. A system where workers are paid a fixed monthly salary

D. A system where workers have fixed work hours and locations

Q47 INCORRECT Which option below describes a 'gig' in the gig economy?

A. A job with full- time hours and benefits

B. A typical 9-5 job

C. A specific task or project

D. None of these

Q48 CORRECT A_____helps gig workers find customers and provide services at a fixed charge.

A. Netflix

B. platform/app

C. school

D. bank

Q49 INCORRECT Seema wants to become a gig worker. How can she find gig work opportunities?

A. Find a suitable Gig platform

B. Connect with friends, people she might know and groups in her community

C. Update her resume with her qualifications and skills

D. All of these

Q50 INCORRECT Sultan is a skilled electrician. He is looking for platform based gig work that matches his skills.
Which of the following platforms would be most suitable for Sultan to find job opportunities?

A. Amazon for selling products online

B. Zoom for video calls

C. Uber for driving people

D. Urban Company for offering home repair services

Q51 INCORRECT What does self-employment mean?

A. Working for a single employer

B. Working independently and earning directly from your work

C. Receiving a fixed monthly salary

D. Working part- time from home

Q52 INCORRECT What is a benefit of self-employment?

A. Directly earning from your work

B. Fixed working hours

C. Monthly salary payment

D. Limited control over your tasks

Q53 INCORRECT Which of the following is an example of self - employment?

A. Working full- time at a company

B. Driving for a taxi company

C. Being a student at a university

D. Teaching subjects or skills as a personal tutor

Q54 CORRECT How can you become self-employed?

A. Learn about the work, take small courses

B. Try your idea on a small scale

C. Use chats, local ads and ask friends to spread the word

D. All of these

Q55 INCORRECT Rohan loves photography and dreams of starting his own photography business. What should Rohan do to start his self-employment journey?

A. Buy the latest photography equipment, even if it is beyond his budget

B. Take random pictures and share them online

C. Learn more about photography and join a basic photography course

D. Start advertising his services without any planning

Q56 CORRECT What does migrating for work mean?

A. Staying in the same place for work

B. Changing jobs within the same city

C. Moving to a different place to find a job

D. Working from home

Q57 INCORRECT What is a common reason for people to migrate for work?

A. To learn new languages

B. To find better job opportunities

C. To spend time with family

D. To explore new places

Q58 CORRECT Sneha plans to move to a different city for work. What things should she think about before making this decision?

A. How much it will cost to travel and live there

B. If she can find a job that helps her learn and grow

C. If she can earn more money and save some too

D. All of these

Q59 INCORRECT Rahul is moving to Qatar for work. What should he do to migrate safely?

A. Learn about the place and enroll in safety training programs □

B. Confirm his job before moving

C. Organize important documents and have a bank account for emergencies

D. All of these □

Q60 INCORRECT Kalpana is migrating to Bangalore from Hubli for her new job. She has received the job offer letter. What should she do to migrate safely?

A. Research about living in Bangalore □

B. Always share her exact location on social media

C. Buy gifts for her new neighbours □

D. Believe everything brokers say

Q61 INCORRECT What is the main purpose of the Skill India Digital Platform?

A. To offer offline training programs

B. To provide financial assistance for job seekers

C. To facilitate online learning and skill development □

D. To promote international job opportunities □

Q62 INCORRECT How can users access the Skill India Digital Platform?

A. Only through offline training centers

B. Only on a specific type of device □

C. Through a specialized learning app

D. On computers, tablets, and phones □

Q63 INCORRECT Which section of the Skill India Digital Platform helps users find physical training centers nearby?

A. Skill Courses

B. Job Exchange □

C. Skill Centres □

D. Recommenda- tions

Q64 CORRECT Mohammed needs a job. What types of resources can he find on the Skill India Digital Platform?

A. Only job listings

B. Courses, skill centers, job opportunities, and more □

C. Only eBooks and reading materials

D. Financial services and government schemes

Q65 CORRECT Imagine you want to learn about digital marketing. What should you do first on the Skill India Digital Platform ?

A. Search for job opportunities

B. Enroll in any course available

C. Explore the Skill Courses section □

D. None of these

Q66 INCORRECT A green practice involves any activity that_____?.

A. causes harm to the environment

B. protects and takes care of the environment and resources □

C. involves consuming too much

D. generates pollution □

Q67 INCORRECT Which term describes using things in a way that can last for a long time without causing harm?

A. Sustainability

B. Pollution

C. Eco-friendliness

D. Resources

Q68 INCORRECT What does having a green mindset mean?

A. Making choices that harm the environment

B. Using resources without considering sustainability

C. Ignoring pollution and waste management

D. Caring for the environment and using resources wisely

Q69 INCORRECT Ravi has the following habits. Which of these is a green practice?

A. Buying unnecessary items

B. Leaving lights and fans on when leaving a room

C. Carrying a cloth bag to buy groceries

D. Buying single- use plastic water bottles

Q70 INCORRECT Your friend suggests going for a picnic. She asks you to bring disposable plates and cups. Which of the following actions shows your commitment to a green mindset?

A. Say yes and bring disposable plates and cups

B. Bring reusable plates and cups

C. Ignore the invite to the picnic

D. Bring green color disposable plates and cups