Employability Skills MMV I , Ele I

Digital skills , computer and internet skills

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Question Paper

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1. In which of the following tasks, do we need digital literacy?

A) Finding information online
B) Creating a Resume (Incorrect)
C) Communicatio n through emails
D) All of these

2. Which of the following can be done without the help of internet?

A) Painting a wall (Correct)
B) Searching for jobs online
C) Watching videos online
D) Creating a Digital Resume

3. Krishna is a teacher, he wants to conduct classes online. Which of these devices can he use?

A) Computer
B) Laptop
C) Tablet
D) All of these (Correct)

4. Which of the following is not a part of a desktop Computer?

A) Monitor (Incorrect)
B) Antenna
C) Web Camera
D) Mouse

5. _____is called as the brain of the computer.

A) Web Camera
B) Trackpad
C) Monitor
D) Central Processing Unit (Correct)

6. Nimal wants to transfer files from one location to another on her laptop. Which of the following actions can she take to do so?

A) Click on power off button
B) Select the file, press Ctrl X to cut and Ctrl V to paste it
C) Click on escape button
D) Click on backspace button (Incorrect)

7. Krupa wants to safeguard the information on her system. Which of the following is the correct way to store information safely on a computer?

A) Set a strong password for your computer. (Incorrect)
B) Always close/ lock your computer when you are not using it
C) Save the files with a clear name.
D) All of these

8. Joseph wants to make the letters in the words slant to one side. Which option should he use?

A) Bold
B) Italic
C) Underline (Incorrect)
D) Numbered List

9. In MS Word, you can change the text in the document to look different. This process is called_____?.

A) Printing
B) Saving
C) Deleting
D) Formatting (Correct)

10. Paul is saving his Word document for a project. Which layout format should he use for official documents?

A) Portrait
B) Landscape (Incorrect)
C) Cut
D) Undo

11. Which of the following are the top benefits of using the internet?

A) Speed of communication
B) Safety (Incorrect)
C) Access to information
D) All of these

12. _____is called the library of internet.

A) Software
B) Search Engine (Correct)
C) Hardware
D) Mouse

13. Maya wants to find the capital of Germany, Which of the following search engines can she use to find the information?

A) Google (Incorrect)
B) Bing
C) Yahoo
D) All of these

14. Jyothi learned that all the information is stored in 'web pages'. What is the role of web pages?

A) 'Web pages' act as a search engine
B) 'Web pages' act as a library
C) 'Web pages' act as internet (Incorrect)
D) None of these

15. Which website to use to book the train tickets

A) http:/www . india.gov.in/
B) https:/ myaadhaar.uidai. gov.in
C) http:/ www .irctc. co.in (Correct)
D) http: /www . igod.gov.in

16. Priya wants to apply for her Aadhaar Card as its an important document to be submitted while joining a new job.

Which of the following government portals will be helpful for her?

A) http:/www . india.gov.in/ (Incorrect)
B) https:/ myaadhaar.uidai. gov.in
C) http:/www . swayam.gov.in/
D) All of these

17. Naina wants to take a few safety Measures on Social media. What does that refers to?

A) Do not share information with unknown people
B) Do not share personal information
C) Do not send a rude or mean comment
D) All of these (Correct)

18. Radha wants to use social media for her professional growth. She could join groups according to her _____.

A) mood
B) qualification (Incorrect)
C) career or subject interests
D) age

19. _____is a tool that blocks unsafe pages when you are using a search engine.

A) Telegram
B) Google
C) Safe search (Correct)
D) Web page

20. Which of the following is a correct Gmail id?

A) xyz@gmail (Incorrect)
B) xyz@gmail. com
C) xyz@ outlook.gmail
D) gmail@xyz

21. Preeti wants to find a video on pasta recipe. Which of the following mobile apps can she use for the same?

A) Whatsapp (Incorrect)
B) Email
C) YouTube
D) Mobile Banking

22. Which of the following is a smart device?

A) Smart Watch
B) Smart Phone
C) Smart TV
D) All of these (Correct)

23. Komal wants to regularly monitor her body conditions like temperature and heartbeat. Which of the following device can help her?

A) Mobile Phone
B) Calculator (Incorrect)
C) Siri
D) Smart watch

24. To find list of Participants in a Zoom meeting, click on participants option on _____?of the screen.

A) Top
B) Bottom
C) Left Side (Incorrect)
D) Right Side

25. Which of the following websites is helpful in learning and career growth?

A) Codecademy
B) Khan Academy
C) Coursera
D) All of these (Correct)