

ITI Quiz - 10-Apr-2026

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Q. ID: ITISKILL1352KF

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Dr. J. J. Magdum ITI college
sambhajipur

Answer Key

Duration: 180 Mins

Total Marks: 20

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1. Imagine you are applying for a position as an electrician at a company. Which of the following email subject lines would be the most suitable for your job application?

- A) Applying for a New Job B) Application for Electrician Position - [Your Name]
C) Urgent Attention Needed D) Electrician Job Application

Answer: B) Application for Electrician Position - [Your Name]

2. Arjun is applying for jobs on Naukri.com. Which of these should he do?

- A) Ignore the job descriptions B) Apply to all the jobs listed
C) Select all the cities where jobs are available D) Match his skills with the job description

Answer: D) Match his skills with the job description

3. Why should you reply to comments on YouTube?

- A) To use the internet B) So viewers feel connected
C) To get more friends D) To get more videos

Answer: B) So viewers feel connected

4. Ranjit has a small bakery business. Using WhatsApp for Business can help Ranjit _____.

- A) quickly respond to customer orders and questions B) chat with friends
C) check status updates D) watch baking tutorial videos

Answer: A) quickly respond to customer orders and questions

5. Why is it good to think about what you learn?

- A) It helps remember and understand better. B) None of these
C) It's a good pastime. D) It improves handwriting.

Answer: A) It helps remember and understand better.

6. Archana is sending a job application over email. How can she share her resume and other documents?

- A) Click photos from her phone and send it. B) Copying and pasting the content of the documents into the email body.
C) She must not send documents over email as it is not safe. D) Attach the scanned documents as PDFs with the email.

Answer: D) Attach the scanned documents as PDFs with the email.

7. Venu includes a clear subject in his email. Why is that important?

- A) Email cannot be sent without a subject line B) To show he has good English skills
C) None of these D) To tell the company what the email is about

Answer: D) To tell the company what the email is about

8. When searching for new information on Google, why is it important to use the right words?

- A) To change the color of the search page B) To make the screen brighter
C) To find correct and useful information D) To learn a new language

Answer: C) To find correct and useful information

9. Mahima has an Instagram page for her jewelry business. What should she do to connect with her customers?

- A) Post about a T.V. show she likes B) Share daily updates about her business as Stories on social media
C) Post cooking videos D) Post dance reels

Answer: B) Share daily updates about her business as Stories on social media

10. Sunita has collected some information from the internet and sorted it. What is the best way for her to share it with her team?

- A) Tell everything she read in detail B) Talk only about the bad websites
C) Print all the information and give it to the team members. D) Share only the main points clearly: Use simple words and pictures, if possible

Answer: D) Share only the main points clearly: Use simple words and pictures, if possible

11. What is a job portal?

- A) A website where companies post jobs and people can search and apply for them. B) A special room where job interviews happen online.
C) A building where you go to find work. D) A place where you can play games and talk to friends.

Answer: A) A website where companies post jobs and people

can search and apply for them.

12. If you are trained as an electrician and want a job in Delhi, what should you type in the search box of a job portal?

- A) Delhi job
- B) Electrician job
- C) Electrician jobs in Delhi
- D) Electrician training

Answer: C) Electrician jobs in Delhi

13. Rahul is applying for a job. Which of these documents should he attach to his job application email?

- A) Birth certificate
- B) Resume, Course and Training Certificates
- C) Address Proof
- D) Photographs from childhood

Answer: B) Resume, Course and Training Certificates

14. What should you always remember when creating your profile on a job portal?

- A) To leave out important information
- B) To include skills required for the job, even if you don't have them
- C) To use a fake name
- D) To always be truthful

Answer: D) To always be truthful

15. Raj is a talented carpenter. How can showing his work on YouTube help Raj?

- A) It may help Raj get more customers
- B) It helps Raj to engage with people interested in his work
- C) All of these
- D) It allows people to see his carpentry skills and appreciate his expertise

Answer: C) All of these

16. Sia is applying for the electrician position, how should she start her email to the company?

- A) Attach her favorite photos.
- B) Write a short story about her hobbies.

C) Start with a joke.

D) Begin with a clear subject line and a polite greeting.

Answer: D) Begin with a clear subject line and a polite greeting.

17. Sanya has collected a lot of information from different websites for her new project. What should she do next to sort this information?

- A) Keep the information in separate folders
- B) Share all the information with her coworkers
- C) Mix up all the information
- D) Read through the information and mark the important points

Answer: D) Read through the information and mark the important points

18. Before applying for a job, why is it important to check the skills required for a job?

- A) It is not important to check the skills required for a job.
- B) To be sure you can do the job well.
- C) To chat with friends about it.
- D) To impress the interviewer.

Answer: B) To be sure you can do the job well.

19. While thinking about learning, what are the questions you can ask yourself?

- A) How can I learn better?
- B) Was it easy or difficult to learn?
- C) All of these
- D) What did I learn?

Answer: C) All of these

20. How can Instagram, YouTube, and WhatsApp help you in finding work?

- A) All of these
- B) By allowing you to post photos/ videos of your work
- C) By enabling direct and fast communication with customers
- D) By connecting you with professionals

Answer: A) All of these