

Student Name: \_\_\_\_\_ Roll No: \_\_\_\_\_

1. For online meetings, you can share \_\_\_ for the people to join the meeting.

- A) Meeting Link or ID      B) Location  
C) email id      D) Personal mobile number

2. \_\_\_\_\_ is the software that is put in a computer so that one can use it.

- A) Software      B) Operating System  
C) App Store      D) Settings

3. To find list of Participants in a Zoom meeting, click on participants option on \_\_\_\_? of the screen.

- A) Top      B) Left Side  
C) Right Side      D) Bottom

4. Amira wants to underline the title of her document. Which shortcut key should she use?

- A) Ctrl+S      B) Ctrl+U  
C) Ctrl+I      D) Ctrl+B

5. Choose the correct tense of the verb. "I \_\_\_\_\_ music when I was child". | ಕ್ರಿಯಾಪದದ ಸರಿಯಾದ ಉದ್ಧಿಗ್ತೆಯನ್ನು ಆರಿಸಿ. "I \_\_\_\_\_ music when I was child"

- A) am learning      B) learn  
C) had learnt      D) will learn

6. A company is asking for money for applying for a job from Ruhi. She realized that it must be a \_\_\_\_\_ job.

- A) real      B) good  
C) fake      D) great

7. Something that is not accepted by someone is called \_\_\_\_\_.

- A) Rejection      B) Success  
C) Acceptance      D) Failure

8. Raj was driving towards Mysore. On the way he found few arrows marked next to Mysore on the board. What does it suggest ?

- A) Way      B) Direction  
C) None of these      D) Map

9. Prachi goes to a Government ITI in the morning and then

comes to office in a company cab to attend an online meeting with an employer. Which of the following are considered as a workplace?

- A) Government ITI      B) Online meeting  
C) Office space      D) All of these

10. Online portal set up by the government to make any government related complaints is \_\_\_\_\_.

- A) Public informing portal      B) Public information portal  
C) Public grievances portal      D) Place grievances portal

11. Tom feels very tensed and scared. He is unable to concentrate before his exams. He is sweating. What kind of stress is this?

- A) Good      B) Small  
C) Bad      D) Never

12. Karthik has joined a new company. His salary is Rs. 3 lakhs per year. This is his \_\_\_\_\_ salary.

- A) Gross      B) Monthly  
C) Basic      D) Net

13. A person who respects and follows the law of a country is a \_\_\_\_\_.

- A) Businessman      B) Responsible Citizen  
C) Bad Employee      D) Small Kid

14. The \_\_\_\_\_ is a few words that quickly tell what the email is about.

- A) Inbox      B) Compose  
C) ID      D) Subject

15. Ridhima wants to post something on her social media. What should she do to stay safe on social media?

- A) Avoid sharing any password      B) Avoid sharing locations  
C) Avoid sharing address      D) All of these

16. Which fundamental right allows us to freely visit a temple, church, or mosque for prayer?

- A) Right against exploitation      B) Right to equality  
C) Right to freedom of religion      D) Right to education

17. Bijo is not good at MS excel. With his hard work, he learns to overcome weaknesses and turn them into a\_\_\_\_\_.

- A) Belief  
B) Value  
C) Leader  
D) Strength

18. \_\_\_\_\_ is called the library of internet.

- A) Mouse  
B) Software  
C) Hardware  
D) Search Engine

19. Cutting down of trees for farming and housing purposes is called \_\_\_\_\_.

- A) Forestation  
B) Reforestation  
C) Afforestation  
D) Deforestation

20. Scientists are warning us that the rise in earth's temperature causes \_\_\_\_\_.

- A) Pollution  
B) Land sliding  
C) Deforestation  
D) Global warming

21. In a meeting, Surya speaks in Hindi. Some of his team members understand both English & Hindi, while others only know English. What should Surya do?

- A) Speak in English  
B) Speak in Hindi  
C) Scold people  
D) Stop talking

22. What kind of stress can lead to lifelong physical and mental health issues?

- A) Short-term  
B) Good stress  
C) Mid-term  
D) Long-term

23. Knowledge and awareness of laws is called \_\_\_\_?.

- A) Digital literacy  
B) Financial literacy  
C) Legal literacy  
D) English literacy

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

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

25. The way we sit, our facial expression and body language show \_\_\_\_\_ communication.

- A) non- verbal  
B) written  
C) verbal  
D) informal

26. A person with a growth mindset is always willing to \_\_\_\_\_. | ಬೆಳವಣಿಗೆಯ ಮನಸ್ಥಿತಿ ಹೊಂದಿರುವ ವ್ಯಕ್ತಿಯು ಯಾವಾಗಲೂ \_\_\_\_\_ ಸಿದ್ಧರಿದ್ದಾರೆ.

- A) relax | ವಿಶ್ರಾಂತಿ  
B) become rich | ಶ್ರೀಮಂತರಾಗುತ್ತಾರೆ

C) keep quiet | ಮೌನವಾಗಿರಿ  
D) grow, change, learn | ಬೆಳೆಯಿರಿ, ಬದಲಿಸಿ, ಕಲಿಯಿರಿ

27. A \_\_\_\_\_ is a square, black and white code that you can scan with the camera and use.

- A) OTP  
B) QR Code  
C) Password  
D) User ID

28. Saleem needs to talk about digital skills that are required at work. Which of these works needs digital skills?

- A) All of these  
B) Creating and editing worksheets  
C) Creating and editing documents and worksheets  
D) Communicating through emails and chat

29. Hard skill \_\_\_\_\_. | ಕಠಿಣ ಕೌಶಲ್ಯ \_\_\_\_\_

- A) time management | ಸಮಯ ನಿರ್ವಹಣೆ  
B) 60 WPM typing speed | 60 WPM ಟೈಪಿಂಗ್ ವೇಗ  
C) spoken english | ಇಂಗ್ಲೀಷ್ ಮಾತನಾಡುವ  
D) quick learner | ತ್ವರಿತ ಕಲಿಯುವವ

30. On a bank holiday, which of these methods cannot be used by Shahab for money transfer?

- A) Amazon pay  
B) BHIM app  
C) Deposit at the bank branch  
D) Google pay

31. Which of these should not be used to express your opinion in a group discussion?

- A) It seems to me that  
B) I don't quite agree  
C) Listen to me  
D) In my opinion

32. On a computer, a file can be created using which of these applications?

- A) All of these  
B) MS Excel  
C) MS Powerpoint  
D) MS Word

33. What are Employability Skills?

- A) Skills for good communication  
B) Skills used only in sports  
C) Skills for playing video games  
D) Skills needed to be successfully employed

34. Institution licensed by the government to keep money safe is \_\_\_\_\_.

- A) Panchayat  
B) Hospital  
C) Bank  
D) Assembly

35. Abhi wants to teach his 10-year-old daughter to save money from the pocket money she receives every month. Which option is the best?

- A) Piggy Bank  
C) Salary Account
- B) None of these  
D) Fixed Deposit

36. It is very important to use the correct words to tell the search engine what to look for. These are called \_\_\_\_\_.

- A) Internet  
C) Website
- B) Web page  
D) Keywords

37. Sunitha earns Rs.10,000 every month. After setting a monthly budget amount, she is able to save Rs. 2000 every month. She will use this money in case of \_\_\_\_\_.

- A) travel  
C) bills
- B) emergencies  
D) party

38. \_\_\_\_\_ jobs help to reduce pollution, preserve the environment and the planet.

- A) Software  
C) Green
- B) Hardware  
D) Part-time

39. During an industrial visit or an interview we have to dress \_\_\_\_\_?.

- A) formally  
C) dirty
- B) casually  
D) in pajamas

40. Which of the following is not a social media app?

- A) Instagram  
C) LinkedIn
- B) WhatsApp  
D) Amazon

41. Exchange of ideas happen through \_\_\_\_\_.

- A) Singing  
C) Watching
- B) Communication  
D) Listening

42. Rahim is filing tax for the first time for his business. Which of these elements are NOT needed for filing tax?

- A) Aadhar Card  
C) Income Tax Return
- B) PAN Card  
D) Birth Certificate

43. We should choose our career based on our \_\_\_\_\_?.

- A) Disadvantages  
C) Strengths
- B) Workplace  
D) Weakness

44. Which is not a type of non-verbal communication ?

- A) E-mail  
C) Eye-contact
- B) Hand movements  
D) Facial expression

45. Harry has knowledge of circuits and wiring. He can apply as a/an \_\_\_\_\_ in a company.

- A) Electrician  
C) Plumber
- B) Fitter  
D) Beautician

46. Before sharing the information on social media THINK questions to be asked by oneself;

- A) Is it True?  
C) Is it Helpful?
- B) Is it Necessary?  
D) All of these

47. Mohit wants to move from one cell to another. He can do that by using the \_\_\_\_\_? on the keyboard.

- A) Ctrl+Z  
C) Ctrl+B
- B) A1,B1,C1 ...  
D) Arrow keys

48. Which of the following is true about stress? | ಒತ್ತಡದ ಬಗ್ಗೆ ಈ ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ನಿಜ?

- A) Stress can be managed | ಒತ್ತಡವನ್ನು ನಿಭಾಯಿಸಬಹುದು  
C) Stress cannot be controlled | ಒತ್ತಡವನ್ನು ನಿಯಂತ್ರಿಸಲಾಗುವುದಿಲ್ಲ
- B) All of the above | ಮೇಲಿನ ಎಲ್ಲವೂ  
D) Stress can not be decreased | ಒತ್ತಡವನ್ನು ಕಡಿಮೆ ಮಾಡಲು ಸಾಧ್ಯವಿಲ್ಲ

49. Which of the following aspects did you focus on the most during your industrial visit?

- A) The types of machinery and technology used in manufacturing processes  
C) The decoration of the offices
- B) The quality of food in the cafeteria  
D) The uniforms worn by employees

50. Revathi got a job offer out of her town. She decided to refuse the offer after listing the pros and cons. She followed \_\_\_\_\_?process.

- A) Positive attitude  
C) Conflict resolution
- B) Decision- making  
D) Negative attitude

51. If one can use a computer and the internet comfortably. It is called \_\_\_\_\_?.

- A) Language Literacy  
C) Sports Literacy
- B) Digital Literacy  
D) Cultural Literacy

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

- A) Landscape  
C) Undo
- B) Cut  
D) Portrait

53. Keith recorded his interview as a video to understand his performance. This is also one of the methods to receive \_\_\_\_\_?.

- A) wishes  
C) feedback
- B) Greetings  
D) compliments

54. The lack of success in achieving a goal or completing a task is called \_\_\_\_\_.

- A) Satisfaction  
C) Success
- B) Failure  
D) Boring

55. Pronouns (ex: he, she, her) can be used in the place of \_\_\_\_\_.

- A) Spellings  
C) Adjective
- B) Naming words  
D) Verb

56. \_\_\_\_\_ are the qualities that are considered negative, and need to be worked on. | \_\_\_\_\_ ಋಣಾತ್ಮಕವೆಂದು ಪರಿಗಣಿಸಲಾದ ಗುಣಗಳು ಮತ್ತು ಕೆಲಸ ಮಾಡಬೇಕಾಗಿದೆ.

- A) Opportunities | ಅವಕಾಶಗಳು  
C) Personal weaknesses | ವೈಯಕ್ತಿಕ ದೌರ್ಬಲ್ಯಗಳು
- B) Personal strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು  
D) Threats | ಬೆದರಿಕೆಗಳು

57. Loyal Customers are those who \_\_\_\_\_.

- A) Ask for more discount  
C) Hate the shop
- B) Keep coming back to the same shop  
D) Buy a product/a service for the first time

58. Fill in the blank with correct future tense of verb. "We \_\_\_\_\_ to the zoo after Breakfast ". | ಭವಿಷ್ಯದ ಭವಿಷ್ಯದ ಕ್ರಿಯಾಪದದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. "We \_\_\_\_\_ to the zoo after Breakfast "

- A) had gone  
C) will go
- B) went  
D) are going

59. In India, the number of boys/men who can get education is much higher than girls/women. What type of discrimination is this?

- A) Age discrimination  
C) Gender discrimination
- B) Color discrimination  
D) Religion based discrimination

60. \_\_\_\_\_ are jobs that you find by being part of a particular online platform or an app.

- A) Platform- based jobs  
C) Railway platform jobs
- B) None of these  
D) Life time jobs

61. In today's world, \_\_\_\_\_ have become a basic skill requirement in many jobs.

- A) Digital skills  
C) Dancing skills
- B) Acting skills  
D) Painting skills

62. What are the advantages of time management?

- A) Reduce stress  
C) Complete tasks on time
- B) Achieve daily goals  
D) All of these

63. People of different sex, gender, caste, class, culture, age,

physical appearance, education, abilities must feel\_\_\_\_\_.

- A) Unsafe and bullied  
C) Threatened and policed
- B) Unsafe and worried  
D) Safe and respected

64. A mobile application or App is a software that is made to be used on a \_\_\_\_\_.

- A) Washing machine  
C) All of these
- B) smart device like a smartphone or tablet  
D) Calculator

65. Paul just got hired and received his employment letter. He is supposed to read it carefully and sign as it is a \_\_\_?.

- A) Poster  
C) Certificate
- B) Marks card  
D) Legal binding document

66. To grow yourself you must \_\_\_\_\_. | ನೀವೇ ಬೆಳೆಯಲು ನೀವು ಮಾಡಬೇಕು \_\_\_\_\_

- A) know your institute | ನಿಮ್ಮ ಸಂಸ್ಥೆಯನ್ನು ತಿಳಿಯಿರಿ  
C) know your country | ನಿಮ್ಮ ದೇಶವನ್ನು ತಿಳಿಯಿರಿ
- B) know your office | ನಿಮ್ಮ ಕಛೇರಿ ತಿಳಿದಿದೆ  
D) know yourself | ನಿನ್ನನ್ನು ನೀನು ತಿಳಿಯಿರಿ

67. Group discussion helps us \_\_\_?.

- A) have fun  
C) argue
- B) learn more and solve big problems  
D) create problems

68. Why is a market scan conducted?

- A) To check what the competitors are offering  
C) All of these
- B) To understand customer needs  
D) To explore how to grow the business

69. Meena is using google meet for the first time. She can use the same login account details as her\_\_\_\_\_.

- A) Zoho account  
C) Amazon account
- B) Gmail account  
D) Bank account

70. Priya received constructive (helpful) criticism from her manager about her latest project. What should she do?

- A) Listen  
C) Understand
- B) All of these  
D) Thank her manager

71. Guest lectures act as a platform to talk to alumni about their \_\_\_\_\_

- A) experience  
C) family life
- B) hobbies  
D) travel plans

72. In a business, the money involved in building a product is called\_\_\_\_\_.

- A) Discount  
C) Cost

- B) Price  
D) Profit

- A) Shut Down  
C) Power On

- B) Hang Up  
D) Switch On

73. Which is NOT a proper way to collect data about a career?

- A) Career guidance agencies  
C) Career magazines
- B) News papers  
D) Listening to gossips

74. What are the qualities of an entrepreneur that a self-employed person also needs to have?

- A) Problem Solving  
C) Creative Thinking
- B) All of these  
D) Customer Service

75. Kim has a habit of switching off her desktop and PC when not in use. This helps to \_\_\_\_\_energy at the workplace.

- A) Practice  
C) Waste
- B) Conserve (Save)  
D) Spend

76. We can learn English by \_\_\_\_\_?

- A) None of these  
C) Reading newspaper
- B) Cooking  
D) Playing

77. When you greet higher official's such as Teacher, Instructor or Supervisor, you should use \_\_\_\_\_. | ಶಿಕ್ಷಕ, ಬೋಧಕ ಅಥವಾ ಮೇಲ್ವಿಚಾರಕನಂತಹ ಉನ್ನತ ಅಧಿಕಾರಿಗಳನ್ನು ನೀವು ಸ್ವಾಗತಿಸಿದಾಗ, ನೀವು \_\_\_\_\_ ಅನ್ನು ಬಳಸಬೇಕು

- A) Hey  
C) Hi
- B) Hello  
D) Good morning

78. Naveen is fond of dogs, but Sheetal hates dogs. In this sentence who likes dogs?

- A) Naveen  
C) Sheetal
- B) Dog  
D) Both Sheetal and Naveen

79. Question always end with a \_\_\_?

- A) Comma ,  
C) Question mark ?
- B) Full stop .  
D) Exclamation mark !

80. You want to sell toys. What should you do before starting your business?

- A) Build a factory  
C) Hire salespeople
- B) Design the toys  
D) Find out what children like

81. Which is not a type of communication?

- A) Non-verbal  
C) Verbal
- B) Written  
D) Driving

82. \_\_\_\_\_is the most commonly used word for switching off a computer.

83. What is the most important thing to focus in a Guest Lecture?

- A) Holidays  
C) YouTube Reels
- B) Shopping centers near workplace  
D) Expectations of the workplace

84. Which of the following is not an example of using social media and internet in an impactful and successful way?

- A) Sharing verified news  
C) Mentoring and supporting people
- B) Sharing Jokes on a particular religion  
D) Encouraging people to donate money for the social cause

85. Jerry wants to use his mobile data to get the internet on other devices. Which devices can use mobile data?

- A) Washing machine  
C) Landline phone
- B) Gas oven  
D) Tablet

86. Jack is very good at MS Excel. He must apply for a job based on his \_\_\_\_\_.

- A) Abilities  
C) Decision
- B) Mood  
D) Interests

87. \_\_\_\_ cost increases or decreases depending on how much we produce or sell.

- A) Variable  
C) Fixed
- B) Maintenance  
D) Total

88. You are unable to share your message properly in an email. Which skill should you improve?

- A) Reading  
C) Speaking
- B) Written communication  
D) Playing

89. Post-covid we adopted the virtual world. Meeting that happens online through the internet are called as\_\_\_\_\_.

- A) Offline Meeting  
C) Online meeting
- B) None of these  
D) Physical Meeting

90. A person who buys a product is a \_\_\_\_\_.

- A) Customer  
C) Servicer
- B) Seller  
D) Student

91. Naming words are also called \_\_\_?

- A) Verbs  
C) Pronouns
- B) Action  
D) Nouns

92. Harsha has selected a single line of cells from top to bottom. She has selected a \_\_\_\_\_?.

- A) Column B) Page  
C) Cell D) Row

93. Ramesh wanted to collect 50 stamps in 6 months. So, he started by collecting two stamps every week. This is a \_\_\_\_\_ goal.

- A) Long-term B) Short-term  
C) Unrealistic D) Life-time

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

95. Harish has taken up his family business of ironing clothes. His customers are not happy with the service. What should Harish do to make his business better?

- A) Increase the cost B) Change the business  
C) Give better customer service D) Stop the business

96. Radha has learnt how to write a sentence. Which is the subject in this sentence?

- A) Radha B) Learnt  
C) Sentence D) How

97. Which of the following are good manners in an interview?

- A) Speaking too fast B) Getting irritated  
C) Not making eye contact D) Being on time

98. Sita and I are friends. \_\_\_\_\_ stays in Gandhi Bazar.

- A) What B) She  
C) A D) And

99. Ganesh greets his co-workers every day. He is trying to maintain \_\_\_\_\_ at work.

- A) his authority B) frustration  
C) good relationships D) power

100. Which one is an exclamatory sentence? | ಆಶ್ಚರ್ಯಕರ ವಾಕ್ಯ ಯಾವುದು?

- A) Your house is beautiful. B) It is a beautiful house.  
C) What a beautiful house it is! D) Is it a beautiful house?

101. Distance between yourself and the other person is called \_\_\_\_\_.

- A) Relationship B) Close  
C) Spatial distance D) Informal

102. A diverse workplace increases \_\_\_\_\_.

- A) Workload B) Productivity  
C) Tension D) Stress

103. Vinod met his new manager at his workplace. He had to \_\_\_\_\_ himself first.

- A) Thank B) Appreciate  
C) Introduce D) Praise

104. Re-arrange the following set of words into meaningful sentence. "teacher / school / worked / she / a / as" \_\_\_\_\_.  
| ಕೆಳಗಿನ ಪದಗಳ ಗುಂಪನ್ನು ಅರ್ಥಪೂರ್ಣ ವಾಕ್ಯವಾಗಿ ಮರು ಜೋಡಿಸಿ.  
"teacher / school / worked / she / a / as" \_\_\_\_\_

- A) school worked as a she teacher | ಶಾಲೆ ಅವಳು ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು  
B) worked she as a school teacher | ಅವಳು ಶಾಲಾ ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು  
C) she worked as a school teacher | ಅವಳು ಶಾಲಾ ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು  
D) she teacher worked as a school | ಅವಳು ಶಿಕ್ಷಕ ಶಾಲೆಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು

105. Having a clear idea of our personality including strengths, weaknesses, thoughts, beliefs, motivation, values etc is called \_\_\_\_\_. | ಸಾಮರ್ಥ್ಯಗಳು, ದೌರ್ಬಲ್ಯಗಳು, ಆಲೋಚನೆಗಳು, ನಂಬಿಕೆಗಳು, ಪ್ರೇರಣೆ, ಮೌಲ್ಯಗಳು ಇತ್ಯಾದಿಗಳನ್ನು ಒಳಗೊಂಡಂತೆ ನಮ್ಮ ವ್ಯಕ್ತಿತ್ವದ ಸ್ಪಷ್ಟ ಕಲ್ಪನೆಯನ್ನು ಹೊಂದಿರುವುದನ್ನು \_\_\_\_\_ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ.

- A) myth | ಪುರಾಣ B) self awareness | ಸ್ವಯಂ ಅರಿವು  
C) threat | ಬೆದರಿಕೆ D) belief | ನಂಬಿಕೆ

106. Neetu has excellent story telling skills. What type of intelligence is it?

- A) Body Smart B) Picture Smart  
C) Logic Smart D) Word Smart

107. Fill in the blank with comparative adjective. "Your pencil is \_\_\_\_\_ than mine". | ತುಲನಾತ್ಮಕ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿಸಿ. "Your pencil is \_\_\_\_\_ than mine"

- A) sharp B) blunt  
C) sharper D) thick

108. Rajesh wants to save Rs. 6000 every year for his old age. How much should he save every month?

- A) 50 B) 100  
C) 6000 D) 500

109. Soni is trying to fix the download problem on the laptop. She did not succeed on the first attempt. What should

she do?

- A) Never solve the problem    B) Quit the job  
C) Quit the task                    D) Try another way

**110.** \_\_\_\_\_ is a serious issue that affects an individual's mental, emotional, physical wellbeing in the workplace.

- A) Sexual harassment            B) Travel leave  
C) Company rules                 D) Meeting with the manager

**111.** Physical body and the sexual organs that we are born with refers to person's \_\_\_\_?.

- A) Biodata                            B) Age  
C) Gender                             D) Sex

**112.** Joy started a homemade pickle business. He has not been able to get profit in the first 2 months. What should he do?

- A) Borrow money                 B) Get angry  
C) End his business                D) Find reasons for his failure & learn from them

**113.** Ryan wants to speak to HR about his work. He should specify the name of his job, place of work and \_\_\_\_?.

- A) Team mates                      B) Senior name  
C) His needs                         D) Some information about his responsibilities

**114.** Action words are also called \_\_\_\_.

- A) Center                             B) Is  
C) Are                                 D) Verbs

**115.** A good business idea should be \_\_\_\_\_.

- A) unique, sustainable & low on investment    B) very expensive to start a business  
C) very common                    D) a short term plan

**116.** Conflict in workplace affects \_\_\_\_?.

- A) salary                              B) ability to work  
C) environment                    D) weather

**117.** They? is used when we want to refer to \_\_\_\_.

- A) He                                  B) She  
C) Our                                 D) Many people

**118.** Regular payment made by the employer to the employee is \_\_\_\_.

- A) Appraisal                        B) Salary  
C) Debt                                D) Loan

**119.** The main purpose of mock interviews is to \_\_\_\_?.

- A) judge people                    B) give feedback  
C) waste time                        D) give marks

**120.** NAPS provides apprenticeship training opportunities for a student who has completed \_\_\_\_ years.

- A) 21                                  B) 10  
C) 18                                 D) 14

**121.** Which of the following are ways to conduct a digital transaction?

- A) Digital Wallet                    B) All of these  
C) Credit Card                      D) UPI Payment

**122.** Fill in the blank with proper interrogative adjective. \_\_\_\_\_ are you going | ಸರಿಯಾದ ಪ್ರಶ್ನಾರ್ಥಕ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. \_\_\_\_\_ are you going?

- A) Where                             B) What  
C) Which                             D) Who

**123.** Now or never close, summary close and question close are 3 important \_\_\_\_.

- A) Probing techniques            B) Opening techniques  
C) Discount                         D) Closing Techniques

**124.** A person who works with us is called a \_\_\_\_?.

- A) Coworker                        B) Friend  
C) Family                            D) Relative

**125.** \_\_\_\_\_ are the most convenient way to do something online.

- A) Desktop                         B) Monitor  
C) Mobile apps                    D) Keypad

**126.** Which of the following are the ways to connect your device to the internet?

- A) Use a mouse                    B) Use a printer  
C) Using a wifi or mobile data connection    D) Use bluetooth

**127.** Mr. Johnson wants to employ an 8 year old girl for household work. In India, which fundamental right would not allow it?

- A) Right to information            B) Right against exploitation  
C) Right to equality                D) Right to freedom of religion

**128.** Sales person tells the customer 'the offer exists today only'. This sales technique is called \_\_\_\_\_.

- A) Now or never close            B) Summary close

C) Question close                      D) Opening technique

**129.** What is the shortcut key for Print?

- A) Ctrl+P                                  B) Ctrl+Z  
C) Ctrl+B                                  D) Ctrl+U

**130.** The amount put aside without being spent is \_\_\_?

- A) Tax                                        B) Deductions  
C) Savings                                 D) Bill

**131.** Listening is important to \_\_\_\_?the information given.

- A) understand                              B) forget  
C) disobey                                 D) overcome

**132.** A mock interview is a \_\_\_\_job interview.

- A) difficult                                 B) virtual  
C) fun                                        D) practice

**133.** Forms of verbal communication are \_\_\_\_.

- A) Writing and Speaking                B) Thinking  
C) Making eye contact                 D) Dancing

**134.** What can you do with online banking?

- A) Open a bank account                B) Send money to someone  
C) Get details of all the transactions    D) All of these

**135.** The police were questioning about his crime. What type of sentence is it?

- A) Declarative (.)                         B) Exclamatory (!)  
C) None of these                         D) Interrogative (?)

**136.** SMART stands for \_\_\_\_\_.

- A) Specific, Memorable, Achievable, Relevant, and Time-Bound.                                  B) Specific, Measurable, Achievable, Relevant, and Trim  
C) Specific, Measurable, Achievable, Relevant, and Time-Bound.                                  D) Specific, Measurable, Archive, Relevant, and Time-Bound.

**137.** The government collects \_\_\_\_from the citizens.

- A) Tax                                        B) Deductions  
C) Loan                                       D) Conveyance

**138.** Teacher Meena advised her students to write down 2 or 3 sentences when she explains the lesson. How does it help the students?

- A) Speak                                     B) Read  
C) Recollect what she said                D) Write

**139.** Ravi read job description which specified ?Familiarity with MS office?. What should he know?

- A) How to use MS Office                B) How to write an email  
C) How to study                            D) How to get certification

**140.** Ram wants to use the Wi-Fi connection. What should he do?

- A) Connect to a Wi-Fi network he is familiar with                                  B) Do not connect to any Wifi network that needs a password. It may not be safe.  
C) Connect to any WiFi network available                                  D) Connect to any WiFi network shared by a stranger.

**141.** \_\_\_\_\_?helps in experiencing the real world of work.

- A) Failure                                    B) Mock interview  
C) Industry visit                            D) Interview

**142.** Suraj has finished his ITI course. He can create a career path that helps him progress towards his \_\_\_\_and \_\_\_\_?.

- A) Cooking and painting                B) Strengths and weakness  
C) Goals and Objectives                D) Singing and dancing

**143.** Rita found someone's wallet in the office. She gives it to the office manager. This shows that she is \_\_\_\_.

- A) non - judgemental                    B) honest & responsible  
C) open-minded                            D) kind

**144.** Jaya used her friend's laptop to log into her bank account. What should she do before giving the laptop back?

- A) Close the laptop                        B) Stay logged in  
C) Close the website                     D) Log out of her bank account

**145.** Singular naming words are used when \_\_\_\_person, place or thing is present.

- A) One                                        B) Many  
C) More                                       D) Few

**146.** Which of the following is the most common operating system?

- A) Windows                                 B) MS Office  
C) Printer                                    D) Router

**147.** Which of the following is an advantage of a mock interview?

- A) Learning how to dress                B) All of these  
C) Using proper body language                                  D) Learning how to speak

**148.** Effective communication needs to be -

- A) Clear  
C) Simple

- B) Complete  
D) All of these

- C) Over thinking

- D) Problem solving

149. Trisha entered a number in E column and row 5. What is the name of that cell?

- A) E  
C) E1
- B) 5  
D) E5

150. The goal that someone plans to achieve within a year is called a\_\_\_\_\_.

- A) Desire  
C) Steps
- B) Milestone  
D) Long term goal

151. People can hear the emotions and see our facial expression when we \_\_\_\_\_.

- A) Taste  
C) Listen
- B) See  
D) Speak

152. Product and service are two things that can be sold. Product is what can be seen, touched and used. Service is what we \_\_\_\_\_?.

- A) Buy from vegetable shop  
C) Feel, Experience and Enjoy
- B) Pay with Gpay  
D) Do not enjoy

153. Smith! Would you like playing cricket or football this evening? If Smith likes to play both how will he answer? \_\_\_\_\_?playing any of them.

- A) I hate  
C) I don't mind
- B) I won't  
D) I want

154. English is a \_\_\_\_\_language.

- A) Day  
C) Common
- B) Night  
D) Evening

155. Anita and her partner are paid the same salary for the same job. This is a good example of\_\_\_\_\_.

- A) Gender equality  
C) Jealousy
- B) Stereotype  
D) Discrimination

156. When we learn something online, it is called \_\_\_\_\_.

- A) Teaching  
C) Digital marketing
- B) Classroom learning  
D) E-learning

157. Why do customers like a product or service?

- A) All of these  
C) Feel of the product or service
- B) Good Quality  
D) Good Price

158. Finding a solution to any problem is known as \_\_\_\_\_skill.

- A) Decision-making  
B) Critical thinking

159. An exclamatory sentence ends with the \_\_\_\_\_.

- A) Question mark (?)  
C) Exclamatory mark (!)
- B) Comma (,)  
D) Full stop (.)

160. Costly things that are not essential for our survival are \_\_\_\_\_.

- A) Savings  
C) Needs
- B) Luxuries  
D) Money

161. It is not good to forward \_\_\_\_\_on social media.

- A) greetings  
C) songs
- B) messages  
D) fake news

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

- A) Bing  
C) Yahoo
- B) Google  
D) All of these

163. What are some of the qualities of a strong entrepreneur?

- A) Working hard  
C) Building relationship with customers
- B) Learning from failures  
D) All of these

164. A written description of duties and responsibilities to be carried out in a job is called \_\_\_\_\_. | ಕೆಲಸದಲ್ಲಿ ನಿರ್ವಹಿಸಬೇಕಾದ ಕರ್ತವ್ಯಗಳು ಮತ್ತು ಜವಾಬ್ದಾರಿಗಳ ಲಿಖಿತ ವಿವರಣೆಯನ್ನು \_\_\_\_\_ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ

- A) resume | ಪುನರಾರಂಭ  
C) job description | ಕೆಲಸದ ವಿವರ
- B) job application | ಕೆಲಸದ ಅರ್ಜಿ  
D) CV

165. Verbs tell the action of the \_\_\_\_\_.

- A) Change  
C) Act
- B) Naming words  
D) Cow

166. Arunima has completed an apprenticeship training on NAPS. She will be getting a\_\_\_\_\_on completion.

- A) Clothes  
C) Certificate
- B) Scholarship  
D) Credit Card

167. Balance in \_\_\_\_\_is important to have a healthy and happy life.

- A) Career demand  
C) Salary
- B) Work-life  
D) Job satisfaction

168. An introduction letter is a \_\_\_\_\_.

- A) Resume  
C) Leave Letter
- B) E-mail  
D) Cover letter

**169.** Which among these are not good manners while travelling by public transport? | ಸಾರ್ವಜನಿಕ ಸಾರಿಗೆಯಲ್ಲಿ ಪ್ರಯಾಣಿಸುವಾಗ ಇವುಗಳಲ್ಲಿ ಯಾವುದು ಉತ್ತಮ ನಡತೆ ಅಲ್ಲ ?

- A) Be polite to fellow passengers and staff | ಸಹ ಪ್ರಯಾಣಿಕರು ಮತ್ತು ಸಿಬ್ಬಂದಿಯೊಂದಿಗೆ ಸೌಜನ್ಯದಿಂದ ವರ್ತಿಸಿ
- B) Push back our seat without checking with the person on the back seat | ಹಿಂದಿನ ಸೀಟಿನಲ್ಲಿರುವ ವ್ಯಕ್ತಿಯನ್ನು ಪರಿಶೀಲಿಸದೆಯೇ ನಮ್ಮ ಆಸನವನ್ನು ಹಿಂದಕ್ಕೆ ತಳ್ಳಿರಿ
- C) Speak in a low voice | ಕಡಿಮೆ ಧ್ವನಿಯಲ್ಲಿ ಮಾತನಾಡಿ
- D) Follow the instructions of the cabin manager | ಕ್ಯಾಬಿನ್ ವ್ಯವಸ್ಥಾಪಕರ ಸೂಚನೆಗಳನ್ನು ಅನುಸರಿಸಿ

**170.** Which website to use to book the train tickets

- A) <https://myaadhaar.uidai.gov.in>
- B) <http://www.igod.gov.in>
- C) <http://www.irctc.co.in>
- D) <http://www.india.gov.in/>

**171.** Arjun focuses only on his work and does not get involved in workplace politics. He also makes sure he does not work after office-hours. He makes time for his family. What is he doing?

- A) He is not working at all.
- B) He is enjoying workplace politics.
- C) He is maintaining good work-life balance.
- D) He is working a lot.

**172.** Saif's college professor guided him to choose the right career path. He must show \_\_\_?to his guide.

- A) Anger
- B) Arrogance
- C) Gratitude
- D) Fear

**173.** Vibha wants to register on the NAPS portal. She should have \_\_\_to register.

- A) Diploma
- B) ITI certificate
- C) Masters degree
- D) Degree

**174.** Fill in the blank with suitable place preposition. "My house is \_\_\_\_\_ the third floor". | ಸೂಕ್ತವಾದ ಸ್ಥಳ ಪೂರ್ವಭಾವಿ ಸ್ಥಾನದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿಸಿ. "My house is \_\_\_\_\_the third floor"

- A) in
- B) under
- C) at
- D) on

**175.** Which of the following is NOT a soft skill?

- A) Time Management
- B) Goal Setting
- C) Communication Skill
- D) Carpentry

**176.** Rita wants to complete her higher education from a good university. Which loan should she apply for?

- A) Personal loan
- B) Home loan
- C) Auto loan
- D) Education loan

**177.** Tutor asked his student whether he knew to use Windows? How should the student answer?

- A) I will know
- B) Yes, I know how to use Windows
- C) Done
- D) Yup

**178.** Which of the following options is an Employability Skill?

- A) Good Communication Skills
- B) Digital Skills
- C) Good Interview Skills
- D) All of these

**179.** Which of these is NOT a question to ask alumni during guest lecture?

- A) How did you prepare yourself for a job/workplace?
- B) What are your travel plans?
- C) How did you convince your parents/family to work?
- D) Did you relocate for your job? What were the main challenges?

**180.** Rita did not enjoy her work in her previous company. She is going for interview to another company. What should Rita NOT do?

- A) Communicate clearly
- B) Be on time for the interview
- C) Take her resume
- D) Talk badly about her previous company

**181.** Vimal wanted to update his resume. Which of the following he should NOT include in his resume?

- A) Salary expectations
- B) Date of birth
- C) Name
- D) Qualification

**182.** Creating profiles on multiple portals always helps in\_\_\_\_\_reach.

- A) Limited
- B) Small
- C) Low
- D) Wider/Vast

**183.** When discrimination is done to help someone in need, that is called\_\_\_\_\_discrimination.

- A) gender
- B) negative
- C) situational
- D) positive

**184.** Formal greetings are used in \_\_\_\_\_.

- A) Friends
- B) Family
- C) House
- D) Workplace

**185.** Low investment business plan means\_\_\_\_\_

- A) The plan is a new idea      B) The plan should be simple  
C) The plan needs a small amount to start a business      D) The plan should start immediately

186. Green Jobs are important because\_\_\_\_\_.

- A) they help protect the environment      B) they pay more money  
C) they require no skill      D) they harm the environment

187. What is an easy and quick way to make online payments?

- A) Digital wallets      B) Cash on delivery  
C) Cheque payment      D) Going to the bank

188. What is mindfulness? | ಸಾವಧಾನತೆ ಎಂದರೇನು?

- A) It is the ability to be fully present in a moment | ಇದು ಒಂದು ಕ್ಷಣದಲ್ಲಿ ಸಂಪೂರ್ಣವಾಗಿ ಇರುವ ಸಾಮರ್ಥ್ಯ  
B) It is the technique of not minding anything | ಯಾವುದಕ್ಕೂ ತಲೆಕೆಡಿಸಿಕೊಳ್ಳದ ತಂತ್ರವಿದು.  
C) It is the word used to describe people who are full of thoughts | ಇದು ಆಲೋಚನೆಗಳಿಂದ ತುಂಬಿರುವ ಜನರನ್ನು ವಿವರಿಸಲು ಬಳಸುವ ಪದವಾಗಿದೆ  
D) It is about sharpening your brain | ಇದು ನಿಮ್ಮ ಮೆದುಳನ್ನು ಚುರುಕುಗೊಳಿಸುವುದಾಗಿದೆ

189. Yash bought a bag which had recycle symbol. What should he do when the bag is old?

- A) Put it in soil      B) Throw it in the river  
C) Should dispose it in recyclable items      D) Burn

190. Document which has details of a job is \_\_\_?.

- A) Report      B) Job Description  
C) Resume      D) Letter

191. Pooja started a food court that was very successful with many customers. After a year, the number of customers decreased. What should Pooja do to solve this problem?

- A) Close the Food court      B) Change her business  
C) Collect the Feedback from the Customers      D) Change the Cooking Style

192. A small business run by a single person is called as \_\_\_\_\_.

- A) Multinational Unit      B) Private Limited  
C) Partnership      D) Sole Proprietorship

193. Rekha takes care of all water-pipe fittings in her company. Which professional network can she be a part of?

- A) Tailors      B) Carpenters

- C) Plumbers      D) Beauticians

194. Riya does not know which version of windows is installed on her laptop. How can she identify the version?

- A) By reinstalling the windows      B) By uninstalling the windows  
C) By looking at the opening screen      D) By shutting down the computer

195. Shreyas is going for an interview . He has picked a shirt from the cupboard. He must \_\_\_\_\_before wearing it.

- A) iron      B) soak  
C) tear      D) color

196. \_\_\_\_\_ is a belief/idea which may not be true.

- A) Sex      B) Stereotype  
C) Feminine      D) Gender

197. Harish made a call to the Senior manager in a company. How is he supposed to start the conversation.?

- A) Purpose of call      B) Good bye  
C) Thank the person      D) Greet the person

198. During criticism we must remain \_\_\_\_\_and \_\_\_\_\_to the person.

- A) shout and cry      B) fight and cry  
C) calm and listen      D) happy and joyful

199. Sudha buys vegetables from Karthik's shop. She is happy with the quality and prices. She can help Karthik's business improve by \_\_\_\_\_.

- A) Hating Karthik      B) Buying vegetables from other shop  
C) Sharing good words about the shop      D) Watching the shop

200. \_\_\_\_\_stress can make us feel excited and motivated.

- A) Short-term      B) Long-term  
C) Good      D) Bad

201. Latha is planning to join a beauty salon. But she is not very sure about this profession. Who should she speak with to get a better understanding of the profession?

- A) Professionals      B) Classmates  
C) Strangers      D) Parents

202. All financial activity can be done through a \_\_\_?.

- A) College      B) Workplace  
C) School      D) Bank

203. Ram just finished his training course. Which portal can

he use to look for jobs as a fresher?

- A) Freshersworld  
B) Urban Company  
C) Swiggy  
D) Myntra

204. You and your coworker, David are going for lunch. David uses a wheelchair. What should you keep in mind when selecting a restaurant?

- A) Selecting the most expensive restaurant  
B) Choose a restaurant with a wheelchair ramp and accessible facilities  
C) Choose any restaurant  
D) Go alone

205. Tapsi is at a clothes shop to buy a gift for her friend. She can't decide which clothes to pick. How can the salesperson help Tapsi?

- A) By asking open questions  
B) By asking closed questions  
C) By asking probing questions  
D) By asking open, probing and closed questions

206. What is the most important skill needed to be a successful entrepreneur?

- A) Having an Entrepreneurial Mindset  
B) Expanding markets  
C) Giving up on failure  
D) Earning money

207. Price is an important part of marketing. Price means\_\_\_\_\_

- A) Promotion  
B) Raw Materials  
C) Marketing  
D) Rate of a product in rupees

208. Sarah notices a colleague, John, making unwelcome jokes about someone's clothes at the office party. What should Sarah do according to the POSH Act?

- A) Make a sarcastic comment back at John  
B) Tell John directly to stop  
C) Ignore it, John might be joking  
D) Report the incident to Internal Committee (IC)

209. Shwetha and Rakshit are coworkers. They are angry with each other because they have not completed a project properly. Which is a good way to resolve such conflicts in the workplace?

- A) File a police complaint  
B) Find different ways to solve the problem  
C) Ignore each other  
D) Quit the job

210. \_\_\_\_\_website can be used to find information on schemes and initiatives across all sectors, from tourism to employment to agriculture.

- A) [http://www . education.gov. in/](http://www.education.gov.in/)  
B) [http://www . swayam.gov.in/](http://www.swayam.gov.in/)

- C) [http: /www . igod.gov.in](http://www.igod.gov.in) D) <http://www . india.gov.in>

211. \_\_\_\_\_is at the top of the MS Word screen.

- A) Menu Bar  
B) Taskbar  
C) Space Bar  
D) Scroll bar

212. Inability to do something well is one's \_\_\_\_\_.

- A) Value  
B) Aspiration  
C) Strength  
D) Weakness

213. Ramesh is working in Chennai. \_\_\_\_\_likes the office environment.

- A) It  
B) He  
C) What  
D) That

214. John was travelling by bus to his village. He noted the names of places that he could see on his journey. What are these words called as?

- A) See  
B) Naming words  
C) That  
D) His

215. Why is personal grooming important?

- A) It creates a positive first impression.  
B) It helps you feel confident.  
C) All of these  
D) It shows self- discipline.

216. Product is an object that can be\_\_\_\_\_.

- A) Touched  
B) Seen, Touched and Used  
C) Seen  
D) Used

217. Latha's uncle works at the company where she has applied for a job. He offered to refer her for the position. What type of cover letter should Latha write to increase her chances of being considered for the job?

- A) Leave letter  
B) Referral Cover Letter  
C) Letter of interest  
D) Letter of absence

218. Whenever we are communicating we have to be dressed appropriately, maintain our body language and maintain \_\_\_\_?.

- A) eye contact  
B) make up  
C) silence  
D) a very loud volume

219. Which one is NOT a benefit of the role playing? | ಪಾತ್ರ ನಿರ್ವಹಣೆಯ ಪ್ರಯೋಜನ ಯಾವುದು?

- A) Develops creative problem-solving skill | ಸೃಜನಾತ್ಮಕ ಸಮಸ್ಯೆ ಪರಿಹರಿಸುವ ಕೌಶಲ್ಯವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ  
B) Builds confidence | ಆತ್ಮವಿಶ್ವಾಸವನ್ನು ಹೆಚ್ಚಿಸುತ್ತದೆ  
C) Develops listening skill | ಕೇಳುವ ಕೌಶಲ್ಯವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ  
D) Develops boredom | ಬೇಸರವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ

220. What can we use net banking for?

- A) Transferring funds      B) Checking bank statement  
C) Paying bills              D) All of these

221. \_\_\_\_\_ is a tool that blocks unsafe pages when you are using a search engine.

- A) Web page                  B) Telegram  
C) Google                     D) Safe search

222. Choose the correct sentence.

- A) The road runs on cat.      B) Cat road runs.  
C) Runs on the road cat.      D) The cat runs on the road.

223. The time blocked for work is called a \_\_\_\_\_ technique.

- A) Pomo                        B) Pomodoro  
C) Domo                        D) Doro

224. Kirti attended a guest lecture. How can she use her mobile phone to understand the difficult words?

- A) Use a dictionary app      B) Grocery app  
C) Shopping app              D) Cosmetics store app

225. Effective communication is to both \_\_\_\_\_.

- A) learn well                  B) speak well  
C) see well                     D) speak and listen well

226. Sam opened a new shop. Which of these methods can he use to receive payments into his account?

- A) Gift card                    B) Library card  
C) Movie ticket                D) QR code

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

- A) Entrepreneuria l skills      B) Beautician skills  
C) Wood cutting skills          D) Basic computer skills

228. A good business idea for a young or new entrepreneur should be sustainable. This means \_\_\_\_\_.

- A) It is easy to use              B) It has many details  
C) It is planned for the present and future business growth      D) It has budget growth

229. The pronoun 'I' is used for \_\_\_\_\_.

- A) Other                        B) That  
C) Myself                        D) Many

230. Tanvi's team has many barriers to having a diverse workforce. This may lead to \_\_\_\_\_.

- A) Better communication      B) Increased productivity  
C) Good teamwork              D) Conflicts affecting work

231. Identify the improper term. | ಅಸಮರ್ಪಕ ಪದವನ್ನು ಗುರುತಿಸಿ.

- A) Sound pollution | ಧ್ವನಿ ಮಾಲಿನ್ಯ      B) Water pollution | ಜಲ ಮಾಲಿನ್ಯ  
C) Green pollution | ಹಸಿರು ಮಾಲಿನ್ಯ      D) Air pollution | ವಾಯು ಮಾಲಿನ್ಯ

232. A business pitch is presented to investors who helps us with \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.

- A) Money, Resources, and Mentoring Support      B) Plan and Marketing  
C) Customer and Quality      D) Profit and Loss

233. What is the shortcut key for Undo?

- A) Ctrl+Z                        B) Ctrl+I  
C) Ctrl+U                        D) Ctrl+B

234. The \_\_\_\_\_ tab helps to change the type of page. (portrait or landscape)

- A) Insert                        B) Review  
C) Design                        D) Layout

235. Which of these is an e-learning portal?

- A) NAPS portal                  B) Netflix  
C) Bharat Skills Portal          D) ASEEM

236. Disha wants to repay her loan. How can she do it without going to the bank?

- A) Online transfer              B) Close account  
C) Withdraw from ATM          D) Open bank account

237. One must choose the career path based on the changing \_\_\_\_\_.

- A) Abilities                      B) Interests  
C) Cities                         D) Market demands

238. \_\_\_\_\_ are the abilities and qualities you have as a person that helps you grow well in life and career. | \_\_\_\_\_ ಒಬ್ಬ ವ್ಯಕ್ತಿಯಾಗಿ ನೀವು ಹೊಂದಿರುವ ಸಾಮರ್ಥ್ಯಗಳು ಮತ್ತು ಗುಣಗಳು ಜೀವನ ಮತ್ತು ವೃತ್ತಿಜೀವನದಲ್ಲಿ ಉತ್ತಮವಾಗಿ ಬೆಳೆಯಲು ಸಹಾಯ ಮಾಡುತ್ತದೆ.

- A) Personal weaknesses | ವೈಯಕ್ತಿಕ ದೌರ್ಬಲ್ಯಗಳು      B) Threats | ಬೆದರಿಕೆಗಳು  
C) Opportunities | ಅವಕಾಶಗಳು      D) Personal strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು

239. Which of these is NOT a question to ask during an industrial visit?

- A) How do you keep things safe and high quality?  
C) What are the main products made here?
- B) How does your production line work?  
D) What is your favourite hobby?

240. \_\_\_\_\_ is about the competition in the online or offline market.

- A) Budget plan  
C) Customer Analysis
- B) Competitor Analysis  
D) People Analysis

241. Negative comments made about our action or performance is called \_\_\_\_\_.

- A) Criticism  
C) Congratulations
- B) Reward  
D) Appreciation

242. Entrepreneurship means \_\_\_\_\_?

- A) Supporting a business person  
C) Managing career
- B) Running your own business  
D) Starting a new career

243. A person who hires other people for their business is an \_\_\_\_\_.

- A) Entrepreneur  
C) Employer
- B) Employee  
D) Self -Employed

244. Receiver is a person who \_\_\_\_\_ the call.

- A) Receives  
C) Dials
- B) Rejects  
D) Blocks

245. Steve's mother told him that the mixer grinder is not working. What should be his first step in order to solve the problem?

- A) Throw it  
C) Sell the mixer
- B) Identify the problem  
D) Complain

246. Priya wants to purchase a bike. Which loan should she apply for?

- A) Education loan  
C) Auto loan
- B) Personal loan  
D) Home loan

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

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

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

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

249. Fill in the blank with suitable adjective for the given

sentence "The little girl's \_\_\_\_\_ eyes revealed her mischief". | ಕೊಟ್ಟಿರುವ ವಾಕ್ಯಕ್ಕೆ ಸೂಕ್ತವಾದ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ "The little girl's \_\_\_\_\_ eyes revealed her mischief"

- A) twinkling  
C) short sighted
- B) weak  
D) chubby

250. Ravi has a customer who bargains a lot. The customer wants to buy a dress that costs 500 rupees but only wants to pay 300 rupees. What should Ravi do?

- A) Talk to the customer and sell the dress for 400 rupees  
C) Tell the customer to go away
- B) Do nothing  
D) Give the dress for 300 rupees

251. When you are interested in working for a company, you will write \_\_\_\_\_ letter

- A) a Referral  
C) a Leave
- B) a Prospecting  
D) an Application

252. Sam wants to learn computer coding skills for free and his friend has recommended \_\_\_\_\_ website for the same.

- A) Codecademy  
C) Khan Academy
- B) Duolingo  
D) NPTEL

253. Fill in the blank with proper pronoun. "She made this cake \_\_\_\_\_". | ಸರಿಯಾದ ಸರ್ವನಾಮದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿಸಿ. "She made this cake \_\_\_\_\_"

- A) himself  
C) myself
- B) herself  
D) itself

254. Bats fly during the night. In this sentence the word Bat is \_\_\_\_\_

- A) A Naming Word  
C) A cool word
- B) An action word  
D) A boring word

255. What can make it difficult to communicate in the workplace?

- A) Language differences  
C) All of these
- B) Differences in communication styles  
D) Use of unfamiliar words

256. \_\_\_\_\_ is a way of thinking to solve a problem.

- A) Time Management  
C) Critical thinking
- B) Negative attitude  
D) Self confidence

257. Who can support Entrepreneurs by providing business schemes and loans at low interest rates?

- A) Friends  
C) Customers
- B) Banks  
D) Startup Investors

258. Azim wants to learn dancing and challenge the gender

stereotype that only women should learn dancing. It is completely \_\_\_\_\_.

- A) Impossible B) wrong  
C) okay D) funny

259. Financial literacy is understanding the way money is \_\_\_\_\_?.

- A) spent B) invested  
C) saved D) saved, spent & invested

260. Where is the power button located on a desktop computer?

- A) On the Mouse B) On the Keyboard  
C) On the CPU D) On the Speaker

261. Geetha wants to take a mock interview before attending the real one. Whom do you think she must choose as an interviewer?

- A) Her younger sister B) Shopkeeper  
C) Her senior D) A stranger

262. \_\_\_\_\_ is a sales technique that aims to market additional products to the customers.

- A) Lying B) FAB  
C) Cross selling D) Probing

263. The interviewer asked Rahul to wait for a few days. What can Rahul do after few days?

- A) Follow up with the employer on phone call or email B) Meet his friends  
C) Never call D) Give up his hope

264. Rahim learns MS Office during his lunch break. This is an example of -

- A) Over thinking B) Time Management  
C) Online job D) Logical thinking

265. Probing for customer needs means \_\_\_\_\_.

- A) To ask customers what they need B) To celebrate with customers  
C) To give discount D) Get angry with the customer

266. A formal interaction between students and a guest speaker is known as \_\_\_\_\_.

- A) Group meeting B) A casual chat  
C) time pass D) Guest lecture

267. Inclusion in a workplace happens when every member of the company gets the same \_\_\_\_\_ at work.

- A) Age B) Chances  
C) Nutrition D) Culture

268. Meena sells milk packets. One day, she got a dissatisfied (unhappy) customer because the milk was spoilt. What should Meena NOT do now?

- A) Quickly give another packet of milk B) Get angry with the customer  
C) Make sure the customer is happy D) Say sorry to the customer

269. Values are \_\_\_\_\_. | ಮೌಲ್ಯಗಳು \_\_\_\_\_

- A) not punctual | ಸಮಯಪ್ರಜ್ಞೆಯಿಲ್ಲ B) motivates our attitude and action | ನಮ್ಮ ವರ್ತನೆ ಮತ್ತು ಕ್ರಿಯೆಯನ್ನು ಪ್ರೇರೇಪಿಸುತ್ತದೆ  
C) all have same value | ಎಲ್ಲಾ ಒಂದೇ ಮೌಲ್ಯವನ್ನು ಹೊಂದಿವೆ D) very costly | ಬಹಳ ದುಬಾರಿ

270. Cherry is going for an interview. What should she not do?

- A) Take her resume B) Wear clean clothes  
C) Apply too much makeup or perfume D) Wear formal dress

271. Full form for OS is \_\_\_\_\_.

- A) Opening Software B) Opening Screen  
C) Operating System D) Original System

272. Which of the following is NOT an interview skill?

- A) Active listening B) Showing confidence  
C) Painting D) Clear communication

273. During the industrial visit I will \_\_\_\_\_? about the company/ industry that I visit.

- A) enjoy all the benefits from the company B) do sight seeing  
C) have fun with friends D) learn about the company/industry that is being visited

274. Which of the following is a smart device?

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

275. Jobs that have become outdated in the past 5 years \_\_\_\_\_. | ಕಳೆದ 5 ವರ್ಷಗಳಲ್ಲಿ ಹಳತಾದ ಕೆಲಸಗಳು \_\_\_\_\_

- A) swiggy | ಸ್ವಿಗ್ಗಿ B) uber | ಉಬರ್  
C) ola | ಓಲಾ D) STD booth | STD ಬೂತ್

276. Dislikes are things towards which we have \_\_\_\_?.

- A) Likes B) Positive emotion  
C) Negative emotion D) Interests

277. \_\_\_\_\_ can be a physical, mental, or emotional reaction, that makes us feel worried.

- A) Stress B) Food  
C) Action D) Job

278. Which among these is a type of communication?

- A) Non-Verbal B) Visual  
C) Verbal D) All of these

279. Organizations communicate mainly through \_\_\_\_\_.

- A) Unfamiliar words B) E-mails  
C) Letters D) Project

280. How can we understand what customers want?

- A) By moving to a new business B) Selling a new product  
C) By doing research on customer needs D) By advertising the business

281. Goals are of 2 types \_\_\_\_\_. | ಗುರಿಗಳು 2 ವಿಧಗಳಾಗಿವೆ

- A) fixed-term and non-fixed term goals | ಸ್ಥಿರ-ಅವಧಿಯ ಮತ್ತು ಸ್ಥಿರವಲ್ಲದ ಅವಧಿಯ ಗುರಿಗಳು  
B) long-term and short-term goals | ದೀರ್ಘಕಾಲೀನ ಮತ್ತು ಅಲ್ಪಾವಧಿಯ ಗುರಿಗಳು  
C) good and bad goals | ಒಳ್ಳೆಯ ಮತ್ತು ಕೆಟ್ಟ ಗುರಿಗಳು  
D) rich and poor goals | ಶ್ರೀಮಂತ ಮತ್ತು ಕಳಪೆ ಗುರಿಗಳು

282. India is a Sovereign country. That means it can make its own\_\_\_\_\_.

- A) Election B) State  
C) Money D) Rules and Decisions

283. The beginning of a sentence should start with \_\_\_\_\_letter

- A) Capital B) Italics  
C) Cursive D) Small

284. The way we interact, manage and deal with our external environment is known as \_\_\_\_\_skills.

- A) Musical B) Teaching  
C) Behavioural D) Technical

285. Nithya aims to achieve a score of 75% in her 10th-grade exams by the end of the academic year. This is a \_\_\_\_\_goal.

- A) Life-time B) STAR  
C) Great D) SMART

286. Formal communication is used at \_\_\_\_?.

- A) House B) Party  
C) Workplace D) Friend

287. If a person receives harsh, unfair and very negative criticism, they feel very unhappy. What type of criticism is this?

- A) Fair criticism B) Unfair criticism  
C) Helpful criticism D) Positive criticism

288. What is the advantage of an Industry visit?

- A) Chance to talk to the experts B) Chance to talk to the family  
C) Chance to talk to the friends D) Chance to talk to the teachers

289. \_\_\_\_\_ supports entrepreneurs to get loans under several schemes in district level.

- A) SIDO B) SSLC  
C) District Industry Centres (DIC) D) National small industries corporation (NSIC)

290. Job title is the name of \_\_\_\_\_.

- A) Role you join B) Company name  
C) Company Job D) Summary

291. Shyam avoids the use of plastic and chemical fertilizers. He is practising a \_\_\_\_\_.

- A) Busy lifestyle B) Modern lifestyle  
C) Green lifestyle D) Unhealthy lifestyle

292. We start communicating when we are\_\_\_\_\_.

- A) Parents B) Old  
C) Adults D) Children

293. Which of the following is not a part of decision-making?

- A) Generate options B) Implement decision  
C) Identify problem D) Performance

294. Select the example of a product from the options.

- A) Shirt B) Parlour service  
C) Home painting D) Bike repair

295. Fill in the blank with present progressive tense of the verb. "The train \_\_\_\_\_ through the tunnel". | ಕ್ರಿಯಾಪದದ ಪ್ರಸ್ತುತ ಪ್ರಗತಿಶೀಲ ಉದ್ವಿಗ್ನತೆಯೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. "The train \_\_\_\_\_ through the tunnel"

- A) is passing B) was passing  
C) had passed D) passed

296. An inclusive environment is needed for happiness and \_\_\_\_ at work.

- A) Growth  
B) Stereotype  
C) Wage gap  
D) Ideas

297. Khan Academy is the most recommended website for\_\_\_\_\_.

- A) free online material on school subjects like economics, physics, algebra,etc.  
B) Online meetings  
C) Job search  
D) learning a new language for free

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

- A) Calculator  
B) Mobile Phone  
C) Siri  
D) Smart watch

299. What can be the source of information for a market scan?

- A) Alumni  
B) Industry visits  
C) All of these  
D) Internet

300. I adore? phrase is used to express \_\_\_\_of something.

- A) A poor admiration  
B) A dislike  
C) A bad feeling  
D) A strong admiration

301. An employee is someone who\_\_\_\_\_.

- A) Does not work  
B) Works for a salary  
C) Goes to school to study  
D) Goes to play

302. Sahil is giving festival offers, free samples and price discounts at the opening of his business. This is called \_\_\_\_\_.

- A) Promotion  
B) Market scan  
C) Packaging  
D) Selling

303. After receiving interview call, what is the next step? | ಸಂದರ್ಶನ ಕರೆ ಸ್ವೀಕರಿಸಿದ ನಂತರ, ಮುಂದಿನ ಹಂತ ಯಾವುದು?

- A) Send resume | ಪುನರಾರಂಭವನ್ನು ಕಳುಹಿಸಿ  
B) Prepare the resume | ಪುನರಾರಂಭವನ್ನು ತಯಾರಿಸಿ  
C) Send application letter | ಅರ್ಜಿ ಪತ್ರ ಕಳುಹಿಸಿ  
D) Appear at interview | ಸಂದರ್ಶನದಲ್ಲಿ ಕಾಣಿಸಿಕೊಳ್ಳಿ

304. \_\_\_\_\_opportunities can also be found during industry visit.

- A) Painting  
B) Playing  
C) Cooking  
D) Internship

305. \_\_\_\_is a way to understand the customer's needs and emotions by asking questions.

- A) Apologising  
B) Explaining  
C) Probing  
D) Assuming

306. 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) Eye movements  
B) Smile  
C) Hand movements  
D) Tone of voice

307. Which of the following websites is helpful to learn new languages for free?

- A) Codecademy  
B) LinkedIn  
C) Duolingo  
D) All of these

308. Who can be in your professional network?

- A) Classmates  
B) College professors  
C) All of these  
D) Co-workers

309. After industry visit, how can you reflect on your experience?

- A) Review and think about any advice you received during the visit  
B) Share your experience with classmates, teachers and family  
C) All of these  
D) Write a report about what you learned and observed

310. Choose the correct punctuation mark after the word "Rohan" in the given sentence. "Rohan David and Ram are playing hide and seek" | ಕೊಟ್ಟಿರುವ ವಾಕ್ಯದಲ್ಲಿ □ರೋಹನ್□ ಪದದ ನಂತರ ಸರಿಯಾದ ವಿರಾಮ ಚಿಹ್ನೆಯನ್ನು ಆರಿಸಿ. □ರೋಹನ್ ಡೇವಿಡ್ ಮತ್ತು ರಾಮ್ ಅಡಗಿಕೊಂಡು ಆಡುತ್ತಿದ್ದಾರೆ□

- A) Slash (/)  
B) Period (.)  
C) Comma (,)  
D) Hyphen (-)

311. Good, professional relationship with co-workers can give the feeling of\_\_\_\_\_.

- A) Fear  
B) Negative energy  
C) Job satisfaction  
D) Confusion

312. Mahesh and his team discussed about the steps to be followed to complete the project at the earliest. He was happy with the suggestions given by his teammates and granted to follow the same. How would he convey it?

- A) I don't agree with your plan  
B) Don't come here to talk  
C) You must follow what I tell D) I agree with your plan of action

313. Vinay visited the dentist because he was suffering from tooth ache. Dentist treats our teeth problems. In this sentence, which is the plural word?

- A) Tooth  
B) Dentist

C) Vinay

D) Teeth

314. A \_\_\_\_path is a series of jobs to help you progress towards your goals.

A) Unsatisfying

B) Work

C) Career

D) Foot

315. Using Internet is easy if we learn \_\_\_\_?.

A) English

B) Sports

C) Science

D) Maths

316. 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 internet

C) 'Web pages' act as a library

D) None of these

317. Raghu's father had a typewriting press/shop. Now, he is replacing typewriters with\_\_\_\_\_.

A) Computers

B) Radio

C) TV

D) Phones

318. Customers' needs can be understood through \_\_\_\_\_.

A) Talking to our family

B) Selling

C) Customer Survey

D) Customer service

319. Which of these should be considered while making decisions? | ನಿರ್ಧಾರಗಳನ್ನು ತೆಗೆದುಕೊಳ್ಳುವಾಗ ಇವುಗಳಲ್ಲಿ ಯಾವುದನ್ನು ಪರಿಗಣಿಸಬೇಕು?

A) The choices of your friends | ನಿಮ್ಮ ಸ್ನೇಹಿತರ ಆಯ್ಕೆಗಳು

B) Your personal priorities | ನಿಮ್ಮ ವೈಯಕ್ತಿಕ ಆದ್ಯತೆಗಳು

C) Your mood | ನಿಮ್ಮ ಮನಸ್ಥಿತಿ

D) The rules of your community | ನಿಮ್ಮ ಸಮುದಾಯದ ನಿಯಮಗಳು

320. Location for the job means \_\_\_?.

A) Name

B) Place

C) Title

D) Description

321. Neena is born as a differently-abled person. Her teachers must treat her \_\_\_\_\_.

A) Unfairly

B) Rudely

C) Equally with care

D) Strictly

322. When two or more people give their thoughts and views on a topic. It is called a\_\_\_\_\_.

A) Speaking

B) Group discussion

C) Reading

D) Listening

323. Nayan wants to search for a file quickly on his computer. What should he do?

A) Restart the computer

B) Search on Play Store

C) Click on ?Type here to search?

D) Use Bluetooth

324. How does Market Scan help with running a business?

A) All of these

B) Helps in making the business plan

C) Helps understand about other similar business

D) Gives an idea about the customers

325. The\_\_\_\_\_?is what or whom a sentence is about.

A) Subject

B) Predicate

C) Verb

D) Object

326. Which of the following is used to send a copy of an email to another person without the main receiver of the email knowing?

A) Attach file

B) Subject

C) BCC (Blind Carbon Copy)

D) CC(Carbon Copy)

327. Avinash needs to know about his transactions from the last month. How can he get these details?

A) Cheque book

B) Passbook

C) Debit Card

D) Credit card

328. Time management \_\_\_\_\_. | ಸಮಯ ನಿರ್ವಹಣೆ

A) problem solving | ಸಮಸ್ಯೆ ಪರಿಹರಿಸುವ

B) managing time | ಸಮಯವನ್ನು ನಿರ್ವಹಿಸುವುದು

C) complete your task on time | ನಿಮ್ಮ ಕೆಲಸವನ್ನು ಸಮಯಕ್ಕೆ

D) hard skill | ಕಠಿಣ ಕೌಶಲ್ಯ ಪೂರ್ಣಗೊಳಿಸಿ

329. How can creating career pathway posters help you plan your career?

A) By teaching unrelated skills

B) By limiting your career growth

C) By providing clarity on your future goals

D) By ignoring market demands

330. Prem has completed his fashion design course. Which of the following he must consider when choosing a career path?

A) Trends

B) Ability

C) Demands

D) All of these

331. Geetha wants to start a tailoring shop (boutique). Her trainer asked her to do a market scan. Geetha should do the market scan of \_\_\_\_\_?.

A) Tailoring shops

B) Restaurants

C) Beauty Parlours D) Packaging companies

332. Raji is studying to be a Baker in a from an ITI. Which place is suitable for her to do industry visit?

A) Bread factory B) Chemical factory  
C) Toy factory D) Paint factory

333. When people from different states/ countries meet officially, \_\_\_\_?is the commonly used language to communicate with each other.

A) Action B) English  
C) Newspaper D) Latin

334. What happens when we use this function? =SUM(B4:G4)

A) The number from G4 will be copied B) The number from B4 will be copied  
C) The number in B4 is deleted D) The numbers in cells from B4 to G4 are added

335. If one is capable of finding solutions to problems, one will get better at \_\_\_\_\_.

A) Problem-solving B) Career  
C) Painting D) Self-motivation

336. Prem wants to start a shop. He can apply for \_\_\_\_ loan to have benefits.

A) Car B) Home  
C) Education D) MUDRA

337. Anju wants to upskill herself in designing and stitching, which of the following portals will be relevant for the same?

A) http: /www . igod.gov.in B) http://www . swayam.gov.in /  
C) http://www . india.gov.in/ D) None of these

338. Which of these is an informal greeting?

A) Hey B) Good evening  
C) Good morning D) Good day

339. Which of the following is a specialized app or portal designed to find jobs?

A) Zomato B) Myntra  
C) Amazon D) Naukri

340. To be in a job or work is \_\_\_\_\_. | ಕೆಲಸ ಅಥವಾ ಕೆಲಸದಲ್ಲಿ ಇರುವುದು ಎಂದರೆ \_\_\_\_\_

A) skill | ಕೌಶಲ್ಯ B) employ | ಉದ್ಯೋಗಿ  
C) aptitude | ಯೋಗ್ಯತೆ D) knowledge | ಜ್ಞಾನ

341. Why is it important to use selling techniques?

A) To make friends with customers B) To look confident

C) To connect with customers & make sure they make a purchase D) To have fun

342. Online banking is also called \_\_\_\_\_.

A) Self banking B) Net banking  
C) Home banking D) Office banking

343. When a person deposits a fixed sum of money every over a fixed period of time, it is a \_\_\_\_\_ account.

A) Fixed Deposit B) Saving Account  
C) Recurring Deposit D) Current Account

344. Money borrowed from bank or a person is called \_\_\_\_?.

A) Gift B) Interest  
C) Loan D) Tax

345. A dissatisfied customer means \_\_\_\_\_.

A) Old customer B) Beautiful customer  
C) Happy customer D) Unhappy customer

346. Kishore's manager gave him positive and negative feedback. Kishore is feeling confused. What should he do next?

A) Try to understand the negative points given by the manager B) Try to understand the positive points given by his manager  
C) All of these D) Calm down and think

347. What does the growth of a business depend on?

A) How you take feedback from customers B) How you help customers  
C) All of these D) How you talk to customers

348. Gopi spends his salary on movies, groceries, house rent and clothes. Where can he reduce his expenses to save some money?

A) Clothes B) Groceries  
C) House rent D) Movies

349. You are scared to communicate with others. What are some ways to solve this problem?

A) Find your strengths about communication B) Find your weakness about communication  
C) Find ways to improve & learn more about your weakness D) All of these

350. Vidya is single-handedly selling homemade pickles to her neighbors. Vidya is a/an\_\_\_\_\_.

- A) Distributor  
C) Self-employed person
- B) Seller  
D) Entrepreneur

**351.** Ram wants to start his own business. He is considering two options - opening an audio cassette shop or starting an online retail business. Which of these options would you suggest?

- A) Anything is fine  
C) Video rental store
- B) Audio cassette shop  
D) Online retail

**352.** Values and ethics help us build good \_\_\_\_\_.

- A) studies  
C) behavior
- B) rent  
D) games

**353.** Which of the following tasks can be done using the internet?

- A) Learning new skills  
C) All of these
- B) Finding Information about job openings  
D) Create a digital resume and forward it to different companies

**354.** Verbal communication is the use of \_\_\_\_\_.

- A) Maths  
C) Images
- B) Sign  
D) Words

**355.** Preeti is renting a kitchen to run a Paratha Shop, The rent of the kitchen is \_\_\_\_\_ cost?

- A) Admin  
C) Total
- B) Variable  
D) Fixed

**356.** Choose the odd word. | odd (ಬೆಸ) ಪದವನ್ನು ಆರಿಸಿ.

- A) paper  
C) thanks
- B) sorry  
D) please

**357.** Which of these is an advantage of learning online?

- A) No need to study  
C) Learn anytime & anywhere
- B) Make friends with classmates  
D) Have shorter classes

**358.** Internet is the best place to be a \_\_\_\_\_.

- A) Self learner  
C) Life long learner
- B) All of these  
D) Continuous learner

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

- A) No Communication  
C) Written communication
- B) Non-Verbal Communication  
D) Verbal Communication

**360.** Most of the government job calls will be in \_\_\_ format.

- A) Direct  
C) In person
- B) Indirect  
D) Paper format

**361.** Rahul spends 30 minutes everyday watching news. He writes down few sentences about what is said. What is he trying to do?

- A) Practicing listening  
C) Practicing News
- B) None of these  
D) Practicing Movements

**362.** Seema is attending an interview. What is she supposed to carry for the interview?

- A) Certificates  
C) ID cards
- B) Resume  
D) All of these

**363.** Sonu wants to connect a device wirelessly to a computer. What technology can he use?

- A) Switch  
C) Wire
- B) Bluetooth  
D) USB

**364.** What is stress? | ಒತ್ತಡ ಎಂದರೇನು?

- A) Feeling of delight | ಆನಂದದ ಭಾವನೆ  
C) Feeling of surprise | ಆಶ್ಚರ್ಯದ ಭಾವನೆ
- B) Feeling of joy | ಸಂತೋಷದ ಭಾವನೆ  
D) Feeling of frustration / disappointment | ಹಠಾಶೆ / ನಿರಾಶೆಯ ಭಾವನೆ

**365.** Customers sharing their experience and opinion about a product is called \_\_\_\_\_.

- A) Customer ID  
C) Customer Probing
- B) Customer Support  
D) Customer Feedback

**366.** The secret to growing your business is to choose the right \_\_\_\_\_ to support your growth

- A) Team  
C) Friends
- B) Family  
D) Clothes

**367.** Which saving option would you choose to buy an expensive bike you have always wanted?

- A) None of these  
C) Goal savings
- B) Long term savings  
D) Emergency savings

**368.** Activities that one is good at and can do well are called \_\_\_\_\_.

- A) Abilities  
C) Passion
- B) Sports  
D) Interests

**369.** Zeena wants to enroll for an e-learning course. The most important thing she needs is a \_\_\_\_\_.

- A) Library card  
C) Pen
- B) Mobile phone or Computer  
D) Book

370. \_\_\_\_contact with the people we are speaking help us to communicate confidently.

- A) Nose  
C) Eye
- B) Skin  
D) Ear

371. As per the POSH Act, any workplace that has 10 or more employees must constitute an \_\_\_\_.

- A) Internal Committee (IC).  
C) Police Station
- B) Help desk  
D) Employees

372. Unique Selling Proposition or USP of a business plan refers to\_\_\_\_\_.

- A) A new customer for the business  
C) A special or different idea for a business
- B) An old business is updated  
D) A special budget for the business

373. The correct order for a sentence is \_\_\_\_\_.

- A) Verb, Object, Subject  
C) Verb, Verb, Subject
- B) Subject, Verb, Object  
D) Subject, Verb

374. Which document is not required to complete UDYAM/MSME registration?

- A) Aadhar Card  
C) PAN Card
- B) Blood Certificate  
D) Income Tax Return

375. What does SMART tips for internet safety stands for?

- A) Stay Safe Don't Meet up Accepting Files Reliable Tell Someone  
C) None of these
- B) Stay Simple Meet Up Acceptable Reachable Tell about yourself  
D) Stay Simple Manageable Attractive Reasonable Timely

376. Which of the following will the interviewer expect from the candidates?

- A) Painting skills  
C) Good soft skills
- B) Cooking skills  
D) Singing skills

377. A customer who buys a product for the first time is a\_\_?.

- A) Vendor  
C) New customer
- B) Bargaining customer  
D) Researching customer

378. Which among these is NOT a digital wallet?

- A) PhonePe  
C) MobiKwik
- B) Paytm  
D) Internet explorer

379. What does CPU stand for?

- A) Central power unit  
C) Central Processing Unit
- B) Cost per unit  
D) Cutting power unit

380. Money put aside for a big expense many years from now is \_\_\_\_savings.

- A) Long term  
C) Goal
- B) Short term  
D) Emergency

381. Azim has received a new mail from his teacher. Where can he check the mail received?

- A) Inbox  
C) Draft
- B) Compose  
D) Sent

382. Which punctuation mark should be used in the following sentence? Is there any site engineer here. | ಕೆಳಗಿನ ವಾಕ್ಯದಲ್ಲಿ ಯಾವ punctuation mark (ವಿರಾಮಚಿಹ್ನೆಯನ್ನು) ಬಳಸಬೇಕು? Is there any site engineer here

- A) ! (exclamation)  
C) . (full stop)
- B) ? (question mark)  
D) , (comma)

383. Which are the two skills needed for good career growth?

- A) Watching TV & Making friends  
C) Traveling & Shopping
- B) Playing video games & cooking skills  
D) Technical Skills & Employability Skills

384. Mani is a painter and he buys new brushes and tins for painting. What type of cost it is?

- A) Variable Cost  
C) Total Cost
- B) Maintenance  
D) Fixed Cost

385. 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) Leave  
C) Resume
- B) Formal  
D) Brochure

386. Self - Employment means \_\_\_\_.

- A) Freelancing or running a business rather than working for an employer  
C) Working for an employer at a fixed monthly income
- B) Selling food items for an employer  
D) Only focusing on earning profits

387. An occupation undertaken for a long period and with opportunities for progress is called

- A) Job  
C) Career
- B) Work  
D) Hobby

388. A resume should be \_\_\_\_\_. | ಪುನರಾರಂಭವು

- A) having long and detailed information | ದೀರ್ಘ ಮತ್ತು ವಿವರವಾದ ಮಾಹಿತಿಯನ್ನು ಹೊಂದಿದೆ  
B) having acronyms and abbreviation | ಸಂಕ್ಷಿಪ್ತ ರೂಪಗಳು ಮತ್ತು ಸಂಕ್ಷೇಪಣವನ್ನು ಹೊಂದಿದೆ  
C) short and precise | ಸಣ್ಣ ಮತ್ತು ನಿಖರ  
D) fancy and colourful | ಅಲಂಕಾರಿಕ ಮತ್ತು ವರ್ಣಮಯ

389. A \_\_\_\_\_ is a short and effective presentation to describe the business.

- A) Business Pitch  
B) Return on Investment  
C) Customer Analysis  
D) Communication

390. What are the duties of an entrepreneur?

- A) Managing finances and budgets  
B) All of these  
C) Managing the business  
D) Talking to customers

391. Ethics means \_\_\_\_\_. | ನೀತಿಶಾಸ್ತ್ರ ಎಂದರೆ \_\_\_\_\_

- A) employability skills | ಉದ್ಯೋಗ ಕೌಶಲ್ಯಗಳು  
B) not relevant to society | ಸಮಾಜಕ್ಕೆ ಸಂಬಂಧಿಸಿಲ್ಲ  
C) decide what is right and wrong for a human conduct | ಒಂದು ಮಾನವ ನಡವಳಿಕೆಗೆ ಯಾವುದು ಸರಿ ನಗರದ ಹೆಸರು ಮತ್ತು ತಪ್ಪು ಎಂದು ನಿರ್ಧರಿಸಿ  
D) name of a city | ಒಂದು

392. 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) Go around the school  
B) Listen actively  
C) None of these  
D) Play

393. Tom tries to read the name boards, advertisements and posters that are in English. This helps him to\_\_\_\_\_.

- A) Improve his English  
B) See  
C) Play  
D) Friends

394. Rita had to attend a group discussion on behalf of her company. What is she supposed to do before the meeting?

- A) Attend party  
B) Be prepared about the topic  
C) Take leave  
D) Attend classes

395. Swati needs to sell a laptop. She can use the \_\_\_\_\_ technique to sell it.

- A) TAB  
B) Cross selling  
C) Probing  
D) FAB

396. Sudha says, "I feel that these lights are too bright". What is she communicating?

- A) Question  
B) Idiom

397. Emotions can be expressed through your \_\_\_\_.

- A) Situation  
B) Height  
C) Weight  
D) Voice

398. Things or activities that we enjoy are \_\_\_\_?.

- A) Negative  
B) Dislikes  
C) Likes  
D) Emotions

399. What is a comfort zone? | ಆರಾಮ ವಲಯ ಎಂದರೇನು?

- A) A place designed in airport for resting | ವಿಮಾನ ನಿಲ್ದಾಣದಲ್ಲಿ ವಿಶ್ರಾಂತಿಗಾಗಿ ವಿನ್ಯಾಸಗೊಳಿಸಲಾದ ಸ್ಥಳ  
B) It is a place where we go to sleep | ಇದು ನಾವು ಮಲಗಲು ಹೋಗುವ ಸ್ಥಳವಾಗಿದೆ  
C) Our familiar lifestyle and behaviour is our comfort zone | ನಮ್ಮ ಪರಿಚಿತ ಜೀವನಶೈಲಿ ಮತ್ತು ನಡವಳಿಕೆಯು ನಮ್ಮ ಆರಾಮ ವಲಯವಾಗಿದೆ  
D) It is a place where children live | ಇದು ಮಕ್ಕಳು ವಾಸಿಸುವ ಸ್ಥಳವಾಗಿದೆ

400. Select the example of a service from the options.

- A) Mobile Repair  
B) Water Bottle  
C) Masala Dosa  
D) Chicken Kebab

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

- A) Video  
B) Written  
C) Image  
D) Verbal

402. \_\_\_\_\_ is a brief statement about purpose and principles of the constitution. | \_\_\_\_\_ ಸಂವಿಧಾನದ ಉದ್ದೇಶ ಮತ್ತು ತತ್ವಗಳ ಸಂಕ್ಷಿಪ್ತ ಹೇಳಿಕೆಯಾಗಿದೆ.

- A) Unit | ಘಟಕ  
B) Module | ಮಾಡ್ಯೂಲ್  
C) Syllabus | ಪಠ್ಯಕ್ರಮ  
D) The preamble | ಪೀಠಿಕೆ

403. The concept of \_\_\_\_\_ best describes importance of teamwork.

- A) Synergy  
B) Group  
C) Team  
D) Conflict

404. When talking to our co-workers, we should not stand or sit \_\_\_\_\_ to them.

- A) next to  
B) too close  
C) opposite  
D) In front of

405. Sarah is a teacher at a school for one year. After that, she becomes a trainer for new teachers and then a principal. What does this job progression show?

- A) Sarah's job  
B) Sarah's career

C) Sarah's education      D) Sarah's hobby

**406.** Sharing will help everyone feel involved and \_\_\_\_.

A) Close                      B) Motivated  
C) Sad                         D) Happy

**407.** Rama has started using Social Media, as a responsible user what are the things she should not do?

A) Posting personal information publicly      B) Connecting with professionals from her field  
C) Use social media to find the latest information.      D) Searching jobs online

**408.** Meena likes to learn music in her free time. It is one of her \_\_\_\_ to improve.

A) Value                      B) Weakness  
C) Logics                     D) Interests

**409.** Vanaja wants to save her excel workbook. How can she do it?

A) By deleting it                      B) By closing the sheet  
C) By pressing Ctrl and S on the keyboard      D) By writing it

**410.** How should you respond to constructive feedback from someone?

A) Feel nervous                      B) Ignore the feedback  
C) Listen and understand      D) Argue with the person

**411.** Nisha loves cooking and she is good at dancing. Her ability is \_\_\_\_.

A) Dancing                      B) Singing  
C) Painting                     D) Cooking

**412.** Ritika received a message about a bank transaction she did not make. Her friends told her to report it as cybercrime. Which portal can she use to file her complaint?

A) www.indiacybercrime.gov.in      B) www.cybercrimeindia.gov.in  
C) www.cybercrime.gov.in      D) www.ccrime.gov.in

**413.** Things that one is good at doing are \_\_\_\_.

A) Interests                      B) Abilities  
C) Passion                         D) Concerns

**414.** We can share our thoughts, ideas and feelings through \_\_\_\_?

A) Watching                      B) Hearing  
C) Reading                         D) Communication

**415.** Smitha needs to sell a mobile phone. She is writing

down the advantages and benefits of the different phones. She is writing a \_\_\_\_?

A) Financial statement      B) Bill  
C) FAB statement              D) Service statement

**416.** Letter is a form of \_\_\_\_\_ communication.

A) Non-verbal                      B) Written  
C) Spoken                         D) Telephone

**417.** Rita talks to her customers. But she is unable to understand what they say. What should she do?

A) Stop her business              B) Improve her listening skills  
C) Stop talking to them          D) Fight with customers

**418.** \_\_\_\_ is the ministry in the Govt. of India that forms and implements the rules and regulations for enterprises in India.

A) MSME                         B) MSDE  
C) NIMI                          D) DGT

**419.** What is the benefit of paying money regularly for an insurance plan?

A) It provides free entertainment.      B) It increases monthly savings.  
C) It helps us manage emergency situations.      D) It covers travel expenses.

**420.** A business idea should \_\_\_\_\_?

A) None of these                      B) Satisfy only my needs  
C) Save the world                      D) Fulfill customer needs or solve their problems

**421.** Rashmi recently bought a new laptop after her old computer stopped working. Which part of the laptop works like a mouse?

A) Trackpad                         B) Desktop  
C) Speakers                         D) Keyboard

**422.** Simon's company calculated the income tax and paid on behalf of him. This is called \_\_\_\_?

A) Interest                         B) TDS  
C) House rent allowance          D) NPS

**423.** Things that one loves to do are called \_\_\_\_.

A) Interests                         B) Abilities  
C) Job                                 D) Work

**424.** The extra amount we pay for borrowing money is \_\_\_\_.

A) Hidden charges                  B) Loan  
C) Processing charges              D) Interest

425. Phone call has \_\_\_phases

- A) Three
- B) Middle
- C) Different
- D) End

426. You can speak to your friend\_\_\_\_\_.

- A) By reading their mind
- B) Formally
- C) By dancing
- D) Informally

427. Regular assessment of skills is necessary for the growth of \_\_\_\_\_.

- A) Career
- B) Interview
- C) Skill
- D) Job

428. Which of the following should be avoided while facing an interview?

- A) Listening
- B) Answering questions
- C) Speaking
- D) Use mobile

429. Job search engines are also called \_\_\_\_\_.

- A) Shopping platforms
- B) Play store
- C) Resume Builder
- D) Job portals

430. Which of these is a bad practice in a workplace?

- A) Opportunity to grow in the company
- B) No trust between co-workers
- C) Good work- life balance
- D) Open and honest communication

431. Which of the following is the BEST definition of profit?

- A) The money a business owner spends on personal expenses.
- B) The revenue or earnings which remain with the business owner, after all the costs are paid.
- C) The total amount of money a business earns before paying taxes.
- D) The total amount of money a business makes from selling goods or services.

432. Major changes took place in the manufacturing world with\_\_\_\_\_.

- A) Green revolution
- B) Industrial revolution
- C) Milk revolution
- D) White revolution

433. Ram is answering an interview question about his previous workplace. He didn't like his teammates. They argued a lot. Should he share this with the interviewer?

- A) Yes, he should discuss all the arguments in detail.
- B) Yes, why not!
- C) No, he should avoid speaking negatively about his teammates.
- D) Yes, he should blame his team- mates for all the problems.

434. Closing sales technique is an essential skill for a \_\_\_\_\_.

- A) Manager
- B) Child
- C) Clerk
- D) Sales person

435. Which communication method should be used to share confidential information and documents in the workplace?

- A) Phone
- B) Email
- C) Instagram
- D) WhatsApp

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

- A) Written communication
- B) Sign communication
- C) Non-Verbal Communication
- D) Verbal Communication

437. People who are born in one sex, but they know that they belong to another sex are\_\_\_\_\_?.

- A) Males
- B) Females
- C) Transpersons
- D) Stereotypical

438. Caring for customers is key to growing your business. What does this mean?

- A) Care for keys
- B) Care for what customers want
- C) Care for customers at their home
- D) Care for customers when they are sick

439. Vinutha was questioned whether she has completed her degree in an interview. How should she respond stating that she has completed?

- A) Yes
- B) Completed my degree
- C) No
- D) Yes, I have completed my degree

440. What does a market scan help us do?

- A) None of these
- B) Get better at sports
- C) Learn new hobbies
- D) Identify different career pathways

441. Which of the following feature in not available in online meeting tools?

- A) Display Participants contact number
- B) Everyone can speak to each other and hear each other.
- C) After the meeting, the online meeting can be closed and ended.
- D) Everyone can turn on the camera on their own devices

442. Siddhu is planning to start his career. He should have \_\_\_\_\_.

- A) Career plan
- B) All of these
- C) Resume
- D) Education

443. Addition of harmful smoke, gases and chemicals to the environment in large quantities is called \_\_\_\_\_

- A) Pollution  
B) Air  
C) Storm  
D) Wind

444. Add comma wherever it is necessary. After the meeting we will go out.

- A) After, the meeting, we will go out.  
B) After the meeting, we will go out.  
C) After the, meeting we will go, out.  
D) After the meeting we will go out.

445. John does not agree with his coworker about a task. How should he communicate his disagreement?

- A) You don't know anything.  
B) I will just do it my way.  
C) You are wrong!  
D) I respectfully disagree with what you are saying.

446. \_\_\_\_\_ is the formal process of checking if the candidate is suitable for the job.

- A) Onboarding  
B) Training  
C) Reading  
D) Interview

447. We need an \_\_\_\_\_ and a search engine to access the information on the web.

- A) Data cable  
B) Internet connection  
C) Mouse  
D) Key board

448. Pragathi downloaded the bank app on her mobile. What should she not share with anyone?

- A) Password  
B) MPIN  
C) All of these  
D) OTP

449. Roopa wants to start a new business. But she is not sure which product she should choose to start her business. What will be her basic research to finalize her product?

- A) Loan from Banks  
B) Search how to advertise the product  
C) Reserach on products & services that customers are currently using  
D) Buying products from others

450. What is the full form of NAPS?

- A) National Appraisal Promotion Scheme  
B) National Apparent Provident Scheme  
C) National Appreciation Pro Scheme  
D) National Apprenticeship Promotion Scheme

451. If you work in a large & popular company, what type of information is good to share about the workplace?

- A) Type of job & Company name  
B) Location

- C) Name of the workplace alone  
D) None of these

452. Equality means in the same situation, people have the\_\_\_\_\_.

- A) Same color  
B) Same age  
C) Same rights  
D) Same height

453. How can we save resources on our planet?

- A) Use less electricity  
B) All of these  
C) Use less plastic  
D) Create less pollution

454. Geetha has just completed her education. She joined a basic English course to improve her \_\_\_\_\_ skills.

- A) Communication  
B) Problem solving  
C) Digital  
D) Technical

455. When is capital letter used? | ದೊಡ್ಡ ಅಕ್ಷರವನ್ನು ಯಾವಾಗ ಬಳಸಲಾಗುತ್ತದೆ?

- A) Beginning of a sentence | ಒಂದು ವಾಕ್ಯದ ಆರಂಭ  
B) All the above | ಮೇಲಿನ ಎಲ್ಲಾ  
C) Names of places | ಸ್ಥಳಗಳ ಹೆಸರುಗಳು  
D) Names of persons | ವ್ಯಕ್ತಿಗಳ ಹೆಸರುಗಳು

456. Workplace is a place where employees from different backgrounds are hired. They work in a safe and respectful environment. This is an example of\_\_\_\_\_.

- A) Workplace bullying  
B) Diversity  
C) Bad workplace management  
D) Discrimination

457. \_\_\_\_\_ is an organisation that uses digital technology to help people in rural India.

- A) Digital Empowermen t Foundation (DEF)  
B) Digital Education Foundation (DEF)  
C) Digital Education Fund (DEF)  
D) Digital Empowermen t (DE)

458. An Entrepreneur can help the society by\_\_\_\_\_.

- A) Marketing the product  
B) Seeking new opportunities  
C) Creating job opportunities  
D) Working with a team

459. It is a \_\_\_\_\_?knife. Fill in the correct adjective.

- A) sharp  
B) this  
C) and  
D) there

460. Which of the following app is not used for chatting, video calls and group calls

- A) Telegram  
B) WhatsApp  
C) None of these  
D) Instagram

461. Sita wanted to ask Nina about her summer plan. Choose the correct answer.

- A) Nina is your plan. B) What Nina asked?  
C) None of these D) Nina, what is your summer plan?

462. How can an industrial visit benefit students in career development?

- A) By giving them opportunities to relax and have fun B) By allowing them to skip regular classes  
C) By showing how real jobs are done and what different roles involve D) By offering them immediate employment

463. 1st industrial revolution started in \_\_\_\_\_. | 1 ನೇ ಕೈಗಾರಿಕಾ ಕ್ರಾಂತಿ ಪ್ರಾರಂಭವಾಯಿತು \_\_\_\_\_

- A) 20th century | 20 ನೇ ಶತಮಾನ B) 19th century | 19 ನೇ ಶತಮಾನ  
C) 21st century | 21 ನೇ ಶತಮಾನ D) 18th century | 18 ನೇ ಶತಮಾನ

464. Clear communication leads to \_\_\_\_\_.

- A) Different work B) Slow work  
C) Faster work D) Opposite work

465. John wasn't selected for a job because he is a man. What type of discrimination is this?

- A) Age discrimination B) Education discrimination  
C) Gender discrimination D) Color discrimination

466. Conflict usually creates \_\_\_\_\_?

- A) Happy emotions B) Positive emotions  
C) Negative emotions D) Enjoyment

467. Which of the following is a voice- controlled digital assistant?

- A) Alexa B) All of these  
C) Google Assistant D) Siri

468. Which among the following is not a part of 7P's of marketing.

- A) Packaging B) Product  
C) Pickles D) Price

469. A \_\_\_\_\_ is something you really want in life. You plan and take the right actions to make it happen.

- A) Goal B) None of these  
C) Desire D) Dream

470. Indu booked her railway ticket from the website and paid using online banking. What type of transaction is it?

- A) Credit B) Cheque payment  
C) Cash Payment D) Digital transaction

471. Sanju met her cousin Keerti accidentally in a mall. How should she greet her?

- A) Thank you! B) Take care!  
C) Long time, no see! D) What are you doing here?

472. Which one of the following is a describing word? | ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ವಿವರಿಸುವ ಪದವಾಗಿದೆ?

- A) Repair | ದುರಸ್ತಿ B) Eat | ತಿನ್ನು  
C) Soup | ಸೂಪ್ D) Hot | ಬಿಸಿ

473. Which of the following can be done using Excel?

- A) Save the document B) Make complicated calculations with numbers  
C) All of these D) Print the document

474. \_\_\_\_\_ questions give clear indication of the information the person wants to know.

- A) Closed questions B) Wh-  
C) No D) Yes or No

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

- A) Finding information online B) Communication through emails  
C) All of these D) Creating a Resume

476. While creating a Gmail account 'Create an account for myself' option will be chosen to \_\_\_\_\_.

- A) Create a Personal account B) None of these  
C) Create a business account D) Create a company account

477. Tina and Lyra's team are working together to finish the school painting project. What should both the teams do to finish the project?

- A) Fight B) Share responsibility  
C) Resist D) Argue

478. \_\_\_\_\_ is the process of taking steps to look neat and presentable.

- A) Uniform B) Caring  
C) Brooming D) Grooming

479. A \_\_\_\_\_ is the first document an employer will look at when reviewing the job application.

- A) Ticket B) Bank statement  
C) Resume D) Certificate

480. The process of manufacturing has changed due to technology and \_\_\_\_development.

- A) Scientific B) Teaching  
C) Facilitation D) Training

481. A declarative sentence tells us some information or explanation. It ends with \_\_\_\_\_.

- A) Exclamatory mark (!) B) Comma (,)  
C) Full stop (.) D) Question mark (?)

482. Sharvan serves as a delivery agent delivering tomatoes from a farmer to a company that makes tomato sauce. What is Sharvan's job?

- A) Service Provider B) Buyer  
C) Distributor D) Seller

483. \_\_\_\_ is a profile that can show your education qualifications, your skills and your experience.

- A) LinkedIn B) WhatsApp  
C) Google mail D) Telegram

484. Words that are used to name people, places, animals and things are \_\_\_\_\_.

- A) Naming words B) Table  
C) Key D) Person

485. Subir wants to celebrate all festivals at his workplace. This shows that he is \_\_\_\_\_.

- A) Silent B) Productive  
C) Disciplined D) Inclusive

486. Pratibha wants to start a Biryani Hotel. What will she need first?

- A) Name Board B) Business plan  
C) Food Items D) Kitchen Equipments

487. Wow! The flowers in the park are beautiful. This is a \_\_\_\_\_?sentence.

- A) Interrogative (?) B) Imperative  
C) Declarative (.) D) Exclamatory (!)

488. A hotel asked its customer's to fill customer satisfaction survey. What are they trying to do?

- A) Collect customer feedback B) Advertise their hotel  
C) Sell more hotels D) Promote their hotel

489. 'Arjun filled water into a large pot'. In this sentence the

describing word is \_\_\_\_\_.

- A) large B) water  
C) into D) Arjun

490. Tom wants to start a shop for selling books, pens etc. Which is the best location to have his shop?

- A) Near college and schools B) Near the river  
C) At his house D) Near fish market

491. What happens when we use this function?  
=AVERAGE(B4:G4)

- A) The number from B4 will be copied B) The number in B4 is deleted  
C) The number from G4 will be copied D) The average of numbers in cells from B4 to G4 is calculated

492. Argument or disagreement between two groups of people is called\_\_\_\_\_.

- A) Happiness B) Fun  
C) Conflict D) Teamwork

493. Pawan operates a small AC service business with three employees, offering AC installation and repair. Over the next five years, he plans to expand the business to another city. Pawan is a / an\_\_\_\_\_.

- A) Entrepreneur B) Self-employed person  
C) Intern D) Contractor

494. Radha wants to use social media for her professional growth. She could join groups according to her \_\_\_\_\_.

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

495. What are the key elements of a resume?

- A) Education B) All of these  
C) Personal information D) Career objective

496. Which of these is the full form of SWOT? | ಇವುಗಳಲ್ಲಿ SWOT ನ ಪೂರ್ಣ ರೂಪ ಯಾವುದು?

- A) Special Wellness Organization Theme B) Speak Work Openly Together  
C) Strong World Olympic Team D) Strength Weakness Opportunity Threat

497. What is the shortcut key to save a file?

- A) Ctrl+V B) Ctrl+P  
C) Ctrl+X D) Ctrl+S

498. We can use\_\_\_\_\_to do mobile banking on a smartphone.

- A) Weather app
- C) Gaming app

- B) Passbook
- D) Mobile banking app

- A) Social Norms
- C) Lack of Awareness

- B) All of these
- D) Lack of Education

499. Ram was asked to measure his cupboard. It was 4 feet tall. Here feet means \_\_\_\_.

- A) Measurement
  - C) Leg
- B) Hand
  - D) Taste

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

- A) Antenna
  - C) Web Camera
- B) Mouse
  - D) Monitor

501. Every complete sentence has \_\_\_\_.

- A) 3 parts
  - C) 2 parts
- B) 4 parts
  - D) 1 part

502. Manu thinks about a problem well before making any decision. This is an example of;

- A) Self-motivation
  - C) Time Management
- B) Critical thinking
  - D) Logical thinking

503. Shilpa wanted to get her house cleaned before Diwali. On which portal can she book this service?

- A) Helpr
  - C) Swiggy
- B) Zomato
  - D) Ola

504. Which of these is the short cut for making the text bold?

- A) Ctrl+S
  - C) Ctrl+B
- B) Ctrl+U
  - D) Ctrl+I

505. The job interview is a discussion between \_\_\_\_ and \_\_\_\_ for mutual benefit.

- A) friends and relatives
  - C) employee and employer
- B) teacher and student
  - D) brother and sister

506. Releasing chemicals, waste, plastics into the water is called \_\_\_\_.

- A) Water Pollution
  - C) Sound pollution
- B) Land pollution
  - D) Air pollution

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

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

508. Which of the following could be possible reasons for gender based discrimination?

509. Bindu has started a small auto repair shop. She is the only person managing the business. Which kind of business it is?

- A) Sole Proprietorship
  - C) Partnership
- B) Private Limited
  - D) Multinational Unit

510. Describing words add more information to the \_\_\_\_?

- A) Numbers
  - C) Bad
- B) Sad
  - D) Naming words

511. Women and men are often not paid the same salary for the same job. This is known as \_\_\_\_\_.

- A) Learning gap
  - C) Nutrition gap
- B) Gender gap
  - D) Gender pay gap

512. Bindu receives a call from JJ company promoting a discount sale. She couldn't clearly hear the details. How is she supposed to ask the person to repeat the information?

- A) I don't know
  - C) What is it?
- B) Speak loud
  - D) Could you please repeat?

513. Sudha just delivered a baby. For how long is she entitled to take a maternity leave as an employee?

- A) 2 months
  - C) 26 weeks
- B) 5 months
  - D) One year

514. Marketing helps the customer to learn about

- A) All of these
  - C) Availability
- B) Price
  - D) Special Discounts

515. Laws related to activities on the internet are called \_\_\_\_\_.

- A) Criminal laws
  - C) Cyber laws
- B) Environment protection laws
  - D) Labour laws

516. Sentences are \_\_\_\_\_.

- A) Verbs
  - C) Letters
- B) Nouns
  - D) group of words with complete meaning

517. Which of these is NOT a platform for finding platform-based jobs?

- A) Government office
  - C) Urban Company
- B) Swiggy
  - D) Uber

518. Shaheen wants good chefs to work in her hotel. What is

an effective way to hire them?

- A) By reaching out other hotel staffs  
B) By advertising the job  
C) None of these  
D) By asking his relatives

519. Wahid wants to register his product under a trademark. What is the benefit of getting a trademark for your product?

- A) No one else can use the same product name  
B) He can take many loans and not repay  
C) He will get a lot of success  
D) He can sell it at higher rate

520. Symbols gives us information through \_\_\_\_.

- A) Colours  
B) Posters  
C) Images  
D) Words

521. We should \_\_\_\_?instructions in the classroom.

- A) forget  
B) listen to  
C) learn  
D) ignore

522. Irrespective of their gender identities, all people must have the same rights. This is called \_\_\_\_.

- A) Gender Stereotype  
B) Gender rights  
C) Gender equality  
D) Gender Discrimination

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

- A) Computer  
B) Tablet  
C) Laptop  
D) All of these

524. Shilpa is applying for a job online. She sends her application by email. What is she supposed to mention in the subject line to make it easy for the employer to find her email?

- A) Education qualification  
B) Pervious experience  
C) Shilpa - Age  
D) Shilpa - Job Position

525. \_\_\_\_greetings are used while speaking to friends and family.

- A) No  
B) Due  
C) Informal  
D) Formal

526. Which of these services can you find on platform-based job portals?

- A) Cleaning services  
B) Home & Appliance Repair services  
C) All of these  
D) Beauty salon services

527. Arun travels to school by bus. The action word in the sentence is \_\_\_\_.

- A) travels  
B) school

- C) Arun  
D) bus

528. 'Reg' in the letter means \_\_\_\_.

- A) Body  
B) Subject  
C) Regarding  
D) Greetings

529. The word □ when□ denotes \_\_\_\_\_. | when (ಯಾವಾಗ)□ ಎಂಬ ಪದವು \_\_\_\_\_ ಅನ್ನು ಸೂಚಿಸುತ್ತದೆ

- A) place | ಸ್ಥಳ  
B) thing | ವಿಷಯ  
C) person | ವ್ಯಕ್ತಿ  
D) time | ಸಮಯ

530. RTI means\_\_\_\_\_.

- A) Right to Inform  
B) Right to Insurance  
C) Right to Information  
D) Road Transport Institute

531. The safe search tool can be switched on and off for any search engine by changing the \_\_\_\_.

- A) Web page  
B) View Mode  
C) Settings  
D) Computer/ Device

532. How can a professional network support your career growth?

- A) By organizing social parties  
B) By sharing knowledge and professional guidance  
C) By giving financial loans  
D) By offering free travel discounts

533. When you ask someone something it is \_\_\_\_.

- A) Question  
B) Blank  
C) Answer  
D) Response

534. 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

535. A \_\_\_\_\_is a document with complete strategy for the business.

- A) Strategy Report  
B) Stakeholder Report  
C) Action Plan  
D) Business plan

536. At workplace, communication must follow the \_\_\_\_.

- A) Text  
B) Close  
C) 6Cs  
D) Ideas

537. Which of these statements is true? | ಈ ಹೇಳಿಕೆಗಳಲ್ಲಿ ಯಾವುದು ನಿಜ?

A) Some cities have more opportunities than others for certain job roles | ಕೆಲವು ನಗರಗಳು ಕೆಲವು ಉದ್ಯೋಗದ ಪಾತ್ರಗಳಿಗೆ ಇತರರಿಗಿಂತ ಹೆಚ್ಚಿನ ಅವಕಾಶಗಳನ್ನು ಹೊಂದಿವೆ

B) Salary in metro cities is always higher than small towns | ಮೆಟ್ರೋ ನಗರಗಳಲ್ಲಿ ಸಂಬಳ ಯಾವಾಗಲೂ ಸಣ್ಣ ಪಟ್ಟಣಗಳಿಗಿಂತ ಹೆಚ್ಚಾಗಿರುತ್ತದೆ

C) All jobs are available in all cities | ಎಲ್ಲಾ ಉದ್ಯೋಗಗಳು ಎಲ್ಲಾ ನಗರಗಳಲ್ಲಿ ಲಭ್ಯವಿದೆ

D) Only a few cities have job opportunities | ಕೆಲವು ನಗರಗಳಲ್ಲಿ ಮಾತ್ರ ಉದ್ಯೋಗಾವಕಾಶಗಳಿವೆ

538. Choosing between two or more options is known as \_\_\_\_\_ process.

- A) Manufacturing B) Scientific  
C) Technical D) Decision-making

539. Deductions should be paid from the \_\_\_\_.

- A) Net Salary B) Basic Salary  
C) Earnings D) Gross salary

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

- A) Email B) Whatsapp  
C) YouTube D) Mobile Banking

541. Sheela prepared for an interview for a week but got nervous and was rejected. What should she do to improve?

- A) Do not lose focus from her goals B) Keep thinking about her failure  
C) Avoid future interviews D) Ignore feedback from the interview

542. Lakshmi plans to start a beauty parlour. What kind of information should she NOT collect in the Market Scan?

- A) Information on clothes and shoes B) Information on cost of materials for the beauty parlour  
C) Information on shop location and rent D) Information on types of customers

543. Entrepreneurs learn from their success as well as their \_\_\_\_?.

- A) Friends B) Business Pitch  
C) Profit D) Failures

544. Alpan does yoga in the morning. He follows Youtube classes to motivate himself. This is an example of \_\_\_\_\_.

- A) Problem- Solving B) Self-motivation  
C) Decision-Making D) Time Management

545. Safeena wants to talk to her friend on a video call. Which of the following is necessary for a video call on a desktop computer?

- A) Printer B) Remote  
C) Trackpad D) Web Camera

546. 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) Typing error B) Stress  
C) Poor communication D) Poor listening

547. Which of the following is the symbol of AutoSum?

- A) Z B) X  
C) Y D) ?

548. A formal letter can be used for \_\_\_\_\_ purposes.

- A) Friendship B) Official  
C) Boring D) Fighting

549. A child was working in the computer lab which had many computers. The word 'computers' is in the \_\_\_\_\_ form.

- A) Minimum B) Plural  
C) Less D) Maximum

550. A poster presents information by using \_\_\_\_\_.

- A) Novel B) Exercise for practice  
C) Images and colours D) Story

551. Adjectives are \_\_\_\_\_ words.

- A) Finish B) Sound  
C) Describing D) Neutral

552. This intention to move out of one's place to another for better jobs is called \_\_\_\_\_. | ಉತ್ತಮ ಉದ್ಯೋಗಗಳಿಗಾಗಿ ಒಬ್ಬರ ಸ್ಥಳದಿಂದ ಇನ್ನೊಬ್ಬರಿಗೆ ಸ್ಥಳಾಂತರಗೊಳ್ಳುವ ಈ ಉದ್ದೇಶವನ್ನು \_\_\_\_\_ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ.

- A) mitigation | ತಗ್ಗಿಸುವಿಕೆ B) irrigation | ನೀರಾವರಿ  
C) litigation | ವ್ಯಾಜ್ಯ D) migration | ವಲಸೆ

553. Which of the following tasks can be performed by Alexa?

- A) Play music B) Call phones  
C) Check the weather D) All of these

554. What is the shortcut key to copy a file?

- A) Ctrl+C B) Ctrl+X  
C) Ctrl+S D) Ctrl+P

555. Which one is a "Don't" of discussion etiquette? | ಮುಕ್ತ ಮನಸ್ಸಿನವರಾಗಿರಿ?

A) Be open minded | ಮುಕ್ತ ಮನಸ್ಸಿನವರಾಗಿರಿ  
B) Listen to others | ಇತರರ ಮಾತುಗಳನ್ನು ಕೇಳಿ

C) Use moderate tone | ಮಧ್ಯಮ ಸ್ವರವನ್ನು ಬಳಸಿ  
D) Argue unnecessary | ಅನಗತ್ಯವಾದ

556. Kim fell from her bike yesterday. The action in the sentence is in \_\_\_\_\_ tense.

A) Future  
B) Clear  
C) Present  
D) Past

557. Plural form of child is \_\_\_\_\_.

A) Kid  
B) Children  
C) Person  
D) Infant

558. A person who makes a call \_\_\_\_\_

A) Keypad  
B) Contacts  
C) Caller  
D) Phase

559. \_\_\_\_\_ part of a business plan has details of money related details of the whole business.

A) Product Details  
B) Business Succession Plan  
C) Costing  
D) Customer Analysis

560. A product name that has been officially registered with the Trademark Registry of India is \_\_\_\_\_.

A) Trademark  
B) Marked  
C) Token  
D) Approved

561. What is the service given to the customer before, during or after a purchase called?

A) Auto Service  
B) Customer service  
C) None of these  
D) Management Service

562. The punctuation in a sentence makes the meaning \_\_\_\_\_ to understand.

A) think  
B) ambiguous  
C) clear  
D) unclear

563. An Entrepreneur needs to maintain good \_\_\_\_\_ with his customers.

A) Behavior  
B) Relationship  
C) Friendship  
D) Communication

564. Tom received a letter, but it did not have any details of who sent it. The letter was missing the \_\_\_\_\_ address.

A) Greetings  
B) Receiver's  
C) Sender's  
D) Subject

565. The word funding means \_\_\_\_\_.

A) Money to start a business  
B) Bank account

C) Money for shopping  
D) Saving and Spending

566. \_\_\_\_\_ is the money we invest in producing a product or service.

A) Product Price  
B) Business Pitch  
C) Product Cost  
D) Business revenue

567. Nagma has an important job interview tomorrow. What should she do to prepare for her interview?

A) Arrive late to show she is busy  
B) Talk only about her personal life  
C) Research the company & prepare questions to ask  
D) Wear casual clothes to feel comfortable

568. Indian constitution is a set of \_\_\_\_\_ of our country.

A) Keys  
B) Languages  
C) Laws and rules  
D) Tools

569. 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 .swayam.gov.in/](http://www.swayam.gov.in/)  
B) All of these  
C) [https:// myaadhaar.uidai.gov.in](https://myaadhaar.uidai.gov.in)  
D) <http://www . india.gov.in/>

570. Which one is NOT a vowel? | ಯಾವುದು ಸ್ವರ ಅಲ್ಲ ?

A) e  
B) f  
C) i  
D) a

571. An activity that stops or reduces stress is called a stress buster. Which of the following according to you is not a stress buster? | ಒತ್ತಡವನ್ನು ನಿಲ್ಲಿಸುವ ಅಥವಾ ಕಡಿಮೆ ಮಾಡುವ ಚಟುವಟಿಕೆಯನ್ನು ಒತ್ತಡ ಬಸ್ಟರ್ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ. ನಿಮ್ಮ ಪ್ರಕಾರ ಈ ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ಸ್ಟ್ರೆಸ್ ಬಸ್ಟರ್ ಅಲ್ಲ ?

A) Gardening | ತೋಟಗಾರಿಕೆ  
B) Going to bed on time | ಸಮಯಕ್ಕೆ ಸರಿಯಾಗಿ ಮಲಗುವುದು.  
C) Spending long hours thinking about the problem | ಸಮಸ್ಯೆಯ ಬಗ್ಗೆ ದೀರ್ಘಕಾಲ ಯೋಚಿಸುವುದು.  
D) Listening to music | ಹಾಡು ಕೇಳುತ್ತಿದ್ದೇನೆ

572. During an industry visit, an important thing to observe is \_\_\_\_\_.

A) Generator  
B) Behaviour of workers  
C) Colors  
D) Canteen food

573. Pushpa and Kavya have opened a shop for baby clothes in Bangalore and Chennai. Bangalore outlet is gaining more popularity and profit? What might be the reason?

- A) Good customer relationship in Bangalore shop  
B) There are more babies in Bangalore  
C) Chennai is very hot  
D) No reasons

574. 'It is going to be a sunny day tomorrow'. The action in this sentence is in \_\_\_\_\_ tense.

- A) Future  
B) Date  
C) Past  
D) Day

575. The practice of including people within any group or social setting with respect and empathy is called \_\_\_\_\_.

- A) Inclusion  
B) Conflict  
C) Gender based discrimination  
D) Gender stereotype

576. Shilpa wants to start a soap-making company. What kind of questions should she NOT ask her customers?

- A) How much do you pay for soap?  
B) Do you use soap?  
C) Which types of soaps do you buy?  
D) Do you like to eat chats?

577. 'The sea is blue'. In this sentence \_\_\_\_\_ is an adjective.

- A) the  
B) blue  
C) sea  
D) is

578. Fill in the blank with proper pronoun. "I made this cake \_\_\_\_\_". | ಸರಿಯಾದ ಸರ್ವನಾಮದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿಸಿ. "I made this cake \_\_\_\_\_"

- A) itself  
B) myself  
C) himself  
D) yourself

579. Chandu is sick and unable to cook food. From which platform can he order food?

- A) Swiggy (food delivery app)  
B) Flipkart (product selling app)  
C) Myntra (Shopping app)  
D) Urban Company (home cleaning & repair services)

580. One needs to handle failure and rejection with a \_\_\_\_\_ attitude.

- A) Positive  
B) Rude  
C) Helpful  
D) Negative

581. The way we manage/solve the problem is called \_\_\_\_\_.

- A) Passion  
B) Positive attitude  
C) Conflict resolution  
D) Negative attitude

582. Each new page in the excel worksheet is called a \_\_\_\_\_.

- A) Column  
B) Row  
C) Sheet  
D) Cell

583. FAB means \_\_\_\_\_?

- A) Features, Advices, Benefits  
B) Features, Advantages, Benefits  
C) Five, Advertisements, Boards  
D) Festival, Adventure, Behalf

584. Where can you build a professional network?

- A) Social events  
B) Alumni clubs  
C) All of these  
D) Current job

585. Alexa is a \_\_\_\_\_ assistant.

- A) Digital voice controlled  
B) Home Assistant  
C) Office Assistant  
D) None of these

586. \_\_\_\_\_ can lead to division of people, communities and families.

- A) Gender discrimination  
B) Same rights  
C) Respecting all people  
D) Gender equality

587. Which of the following is a universal ID card?

- A) PAN Card  
B) Aadhaar Card  
C) Employers ID card  
D) Bank Credit card

588. What happens If we do not maintain good personal hygiene (cleanliness)?

- A) We become more popular.  
B) We feel happier.  
C) We can get sick easily.  
D) Our health improves.

589. Which of these is not a positive word about your work?

- A) Interesting  
B) Fun  
C) Boring  
D) Exciting

590. Which of these is a sign of good stress? | ಇವುಗಳಲ್ಲಿ ಯಾವುದು ಉತ್ತಮ ಒತ್ತಡದ ಸಂಕೇತವಾಗಿದೆ?

- A) Does not lead to long-term tension, loss of sleep | ದೀರ್ಘಾವಧಿಯ ಒತ್ತಡ, ನಿದ್ರೆಯ ನಷ್ಟಕ್ಕೆ ಕಾರಣವಾಗುವುದಿಲ್ಲ  
B) Makes you physically ill or causes pain | ನಿಮ್ಮನ್ನು ದೈಹಿಕವಾಗಿ ಅಸ್ವಸ್ಥನನ್ನಾಗಿ ಮಾಡುತ್ತದೆ ಅಥವಾ ನೋವನ್ನು ಉಂಟುಮಾಡುತ್ತದೆ  
C) It makes you doubt yourself | ಇದು ನಿಮ್ಮನ್ನು ಅನುಮಾನಿಸುತ್ತದೆ  
D) It prevents you from pursuing your goals | ಇದು ನಿಮ್ಮ ಗುರಿಗಳನ್ನು ಅನುಸರಿಸುವುದನ್ನು ತಡೆಯುತ್ತದೆ

591. Arya has joined a new company. They want him to open a \_\_\_\_\_ so that they can credit his salary.

- A) Fixed deposit  
B) Recurring deposit

C) Salary account

D) Current account

C) Wants

D) Needs

592. Farida met an ex-student of her institute. He/she can be called as an\_\_\_\_\_?

A) Interviewer

B) Professor

C) Alumni

D) Referee

602. Good time management helps in improving \_\_\_\_\_at work.

A) Stress

B) Pressure

C) Performance

D) Weakness

593. Krish made a typing mistake and wants to go back to the previous sentence. Which option should he use?

A) Print

B) Cut

C) Undo

D) Save

603. Net banking is done on a computer through a\_\_\_\_\_.

A) Cashier

B) Friend

C) Relative

D) Bank website

594. Which of the following devices can be connected using bluetooth?

A) Speakers

B) Earphones

C) Mouse

D) All of these

604. Bhanu creates 25 minutes task planner and never gets distracted during the blocked time. Which method does she follow?

A) Timing

B) Calendar

C) Blocktime

D) Pomodoro

595. 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) Always close/ lock your computer when you are not using it

B) Set a strong password for your computer.

C) Save the files with a clear name.

D) All of these

605. Gopi is always willing to learn and improve in his work. He has a\_\_\_\_\_?

A) Fixed mindset

B) Certificate

C) Growth mindset

D) Marksheet

606. Choose the mobile app form the following options.

A) All of these

B) LinkedIn

C) YouTube

D) Facebook

596. Meena is not comfortable talking to her colleagues in English. This is an example of\_\_\_\_\_.

A) Caste barrier

B) Cultural barrier

C) Communicatio n barrier

D) Gender barrier

607. Which of the following is not a part of one's personality?

A) Skin colour

B) Beliefs

C) Weaknesses

D) Strengths

597. \_\_\_\_\_is a tool to organize a large amount of data in an easy and understandable way.

A) Print

B) Excel

C) Paint

D) Chrome

608. Rajesh does not know how to connect to earphones using Bluetooth. What should he do?

A) Throw away the earphones

B) Sell the earphones

C) Use Google search

D) Purchase new earphones

598. Cats is an example of \_\_\_\_word.

A) Opposite

B) Plural

C) Singular

D) Words

609. A \_\_\_\_is a new business, which later grows into a big company

A) Start Up

B) NSIC

C) Hotels

D) Parlours

599. The Constitution Of India is also called as \_\_\_\_\_.

A) Novel

B) Newspaper

C) Bhartiya Samvidhan

D) Bharatiya Academy

610. Raju wants to start a Textile shop. What should he do first?

A) Prepare a Business Plan

B) Hire Staff

C) Rent a Shop

D) Purchase New Fabrics

600. Everything that we do outside work is \_\_\_\_\_.

A) Dislikes

B) Tuition

C) Personal life

D) Professional life

611. Seema plans to open a hotel and has applied for a MUDRA Loan. What must she submit as part of her loan MUDRA loan application?

A) An essay

B) A business plan

601. Things that are needed for survival are \_\_\_\_\_.

A) Expenses

B) Savings

C) Her resume

D) Vacation plan

C) Time Management

D) Dancing

612. Comma is used to show a \_\_\_\_\_ within the sentence.

A) Full stop

B) Capital letter

C) Pair

D) Break

613. Fill in the correct question word. "\_\_\_\_\_ is the speaker at the function". | ಸರಿಯಾದ ಪ್ರಶ್ನೆ ಪದವನ್ನು ಭರ್ತಿ ಮಾಡಿ.  
"\_\_\_\_\_ is the speaker at the function?"

A) Who

B) When

C) Why

D) What

614. Shyam and Ram applied for the same job. Shyam read the job description in detail and made note of important details. Who will know more about the company?

A) Shyam

B) Both of them

C) None of them

D) Ram

615. Ram works as a fitter in a company. He wants to upgrade his trade skills and employability skills in his free time. What should he do?

A) Quit job

B) Watch news

C) Play sports

D) Find courses: online or offline

616. Values decide the \_\_\_\_\_ of a person.

A) home

B) character

C) system

D) laptop

617. Sundar's hotel business was under heavy loss. He had to close business. How can he learn from failure and achieve success?

A) Don't give-up and try again

B) All of these

C) Think about what happened in a systematic way

D) Stay positive to learn from failure

618. \_\_\_\_\_ is not a part of a good business plan.

A) Weather Report

B) Customer Analysis

C) Budget

D) Marketing Strategy

619. Even though Roopa is highly efficient at her job, her manager gives most of the field/travel related projects to Ramesh. This can be an example of \_\_\_\_\_?

A) Equality

B) Stereotype

C) Diversity

D) Trust

620. \_\_\_\_\_ is one of the behavioral skills that is required to organize work efficiently and complete it on time.

A) Cooking

B) Painting

621. The Indian government passed the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act in 2013. In simpler terms, it is also called \_\_\_\_\_?

A) PPR

B) POSH

C) SHWW

D) SOS

622. Which of the following is not a step in problem solving?

A) Identify the problem

B) Set timer

C) Find solutions

D) Divide problem into parts

623. The most effective way to get information is by

A) Activity

B) Writing

C) Reading

D) Talking

624. \_\_\_\_\_ is major changes takes place in manufacturing. | \_\_\_\_\_ ತಯಾರಿಕೆಯಲ್ಲಿ ಪ್ರಮುಖ ಬದಲಾವಣೆಗಳು ನಡೆಯುತ್ತವೆ.

A) Water revolution | ಜಲ ಕ್ರಾಂತಿ

B) Industry revolution | ಕೈಗಾರಿಕಾ ಕ್ರಾಂತಿ

C) Green revolution | ಹಸಿರು ಕ್ರಾಂತಿ

D) Food revolution | ಆಹಾರ ಕ್ರಾಂತಿ

625. Total cost is equal to ?

A) Fixed Salary + ROI

B) Variable Cost + Discount

C) Investment + Fixed Cost

D) Variable Cost + Fixed cost

626. Rehana faced a problem with her project. She is dealing with a problem with the right attitude. This is an example of-

A) Positive attitude

B) Scientific skill

C) Technical skill

D) Negative attitude

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

A) xyz@gmail

B) gmail@xyz

C) xyz@ outlook.gmail

D) xyz@gmail. com

628. NAPS is a scheme by the Government of India to provide apprenticeship training through the \_\_\_\_.

A) Employers

B) Teachers

C) Professors

D) Trainers

629. \_\_\_\_\_ is called as the brain of the computer.

A) Trackpad

B) Web Camera

C) Central Processing Unit

D) Monitor

630. Malini is attending her new school today. She introduces herself as \_\_\_\_.

A) Longtime everyone

B) Hello everyone!

C) What's up guys

D) Good bye

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

A) Numbered List

B) Bold

C) Underline

D) Italic

**632.** Shyna wants to start a masala powder business. She is presenting a business pitch to the bank manager. How long should her business pitch be?

A) 1 min

B) 15 mins

C) 2 to 3 mins

D) 10 mins