

02:27 PM

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Trinity iti Udupi

Answer Key

Duration: 60 Mins

Total Marks: 50

Q.ID: ITISKILL2756VO

1. 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) Pervious experience B) Shilpa - Job Position
C) Shilpa - Age D) Education qualification

Answer: B) Shilpa - Job Position

2. ____contact with the people we are speaking help us to communicate confidently.

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

Answer: A) Eye

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

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

Answer: B) Direction

4. 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 you action

Answer: D) I agree with your plan of action

5. ____greetings are used while speaking to friends and family.

- A) Due B) Formal
C) No D) Informal

Answer: D) Informal

6. Using Internet is easy if we learn ____?.

- A) English B) Science
C) Maths D) Sports

Answer: A) English

7. The most effective way to get information is by

- A) Talking B) Activity
C) Writing D) Reading

Answer: D) Reading

8. Bats fly during the night. In this sentence the word Bat is _____

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

Answer: A) A Naming Word

9. Question always end with a ____?.

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

Answer: B) Question mark ?

10. Emotions can be expressed through your ____.

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

Answer: C) Voice

11. Phone call has ____phases

- A) Different B) End
C) Three D) Middle

Answer: C) Three

12. 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

Answer: A) How to use MS Office

13. John does not agree with his coworker about a task. How should he communicate his disagreement?

- A) I will just do it my way. B) I respectfully disagree with what you are saying.
C) You are wrong! D) You don't know anything.

Answer: B) I respectfully disagree with what you are saying.

14. Naming words are also called ____?.

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

Answer: C) Nouns

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

- A) None of these B) Practicing Movements

C) Practicing News D) Practicing listening

Answer: D) Practicing listening

16. If you work in a large & popular company, what type of information is good to share about the workplace?

A) None of these B) Location
C) Name of the workplace alone D) Type of job & Company name

Answer: D) Type of job & Company name

17. We can learn English by ____?.

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

Answer: C) Reading newspaper

18. 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

Answer: B) Group discussion

19. ____ questions give clear indication of the information the person wants to know.

A) Wh- B) Closed questions
C) No D) Yes or No

Answer: A) Wh-

20. Group discussion helps us ____?.

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

Answer: C) learn more and solve big problems

21. Ramesh is working in Chennai. ____ likes the office environment.

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

Answer: A) He

22. A person who works with us is called a ____?.

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

Answer: D) Coworker

23. Receiver is a person who ____ the call.

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

Answer: A) Receives

24. People can hear the emotions and see our facial expression when we ____.

A) See B) Listen

C) Speak D) Taste

Answer: C) Speak

25. Ram was asked to measure his cupboard. It was 4 feet tall. Here feet means ____.

A) Leg B) Hand
C) Measurement D) Taste

Answer: C) Measurement

26. Sanju met her cousin Keerti accidentally in a mall. How should she greet her?

A) Thank you! B) Take care!
C) What are you doing here? D) Long time, no see!

Answer: D) Long time, no see!

27. English is a ____ language.

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

Answer: D) Common

28. An introduction letter is a ____.

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

Answer: A) Cover letter

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

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

Answer: D) Yes, I know how to use Windows

30. Document which has details of a job is ____?.

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

Answer: B) Job Description

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

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

Answer: C) Naveen

32. It is a ____?knife. Fill in the correct adjective.

A) there B) this
C) and D) sharp

Answer: D) sharp

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

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

Answer: C) Greet the person

34. Formal greetings are used in _____.

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

Answer: A) Workplace

35. A person who makes a call _____

- A) Caller B) Phase
C) Keypad D) Contacts

Answer: A) Caller

36. Vinutha was questioned whether she has completed her degree in an interview. How should she respond stating that she has completed?

- A) Yes, I have completed my degree B) Completed my degree
C) Yes D) No

Answer: A) Yes, I have completed my degree

37. Verbs tell the action of the _____.

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

Answer: C) Naming words

38. Words that are used to name people, places, animals and things are _____.

- A) Naming words B) Table
C) Person D) Key

Answer: A) Naming words

39. Comma is used to show a _____ within the sentence.

- A) Pair B) Full stop
C) Capital letter D) Break

Answer: D) Break

40. Pronouns (ex: he, she, her) can be used in the place of _____.

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

Answer: B) Naming words

41. The correct order for a sentence is _____.

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

Answer: D) Subject, Verb, Object

42. Which of these is an informal greeting?

- A) Good evening B) Good day

- C) Good morning D) Hey

Answer: D) Hey

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

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

Answer: A) Radha

44. Malini is attending her new school today. She introduces herself as _____.

- A) Good bye B) What's up guys
C) Hello everyone! D) Longtime everyone

Answer: C) Hello everyone!

45. Symbols gives us information through _____.

- A) Words B) Colours
C) Posters D) Images

Answer: D) Images

46. 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) What is it? B) I don't know
C) Could you please repeat? D) Speak loud

Answer: C) Could you please repeat?

47. 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) Write D) Recollect what she said

Answer: D) Recollect what she said

48. Adjectives are _____ words.

- A) Finish B) Neutral
C) Sound D) Describing

Answer: D) Describing

49. Sita wanted to ask Nina about her summer plan. Choose the correct answer.

- A) Nina is your plan. B) None of these
C) Nina, what is your summer plan? D) What Nina asked?

Answer: C) Nina, what is your summer plan?

50. 'The sea is blue'. In this sentence _____ is an adjective.

- A) the B) is
C) sea D) blue

Answer: D) blue