

# Monthly Test ES - April 2026

Q. ID: ITISKILL2974GS

April 2026

GOVT ITI VITTLA

Answer Key

Duration: 30 Mins

Total Marks: 10

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

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

**Answer: C) To find correct and useful information**

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

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

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

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

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

**Answer: D) It helps remember and understand better.**

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

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

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

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

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

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

6. What is a job portal?

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

**Answer: B) A website where companies post jobs and people can search and apply for them.**

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

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

**Answer: D) Resume, Course and Training Certificates**

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

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

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

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

- A) Start with a joke.  
B) Attach her favorite photos.  
C) Begin with a clear subject line and a polite greeting.  
D) Write a short story about her hobbies.

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

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

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

**Answer: C) All of these**