

Duration: 30 Mins

Total Marks: 50

Q.ID: ITISKILL3238PL

1. Ram was asked to measure his cupboard. It was 4 feet tall. Here feet means \_\_\_\_.

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

**Answer: D) Measurement**

2. The job interview is a discussion between \_\_\_\_ and \_\_\_\_ for mutual benefit.

- A) brother and sister B) teacher and student  
C) friends and relatives D) employee and employer

**Answer: D) employee and employer**

3. Which is not the online payment App? | ಯಾವುದು ಆನ್‌ಲೈನ್ ಪಾವತಿ App ಅಲ್ಲ?

- A) PhonePe B) Google Pay  
C) India Pay D) Paytm

**Answer: C) India Pay**

4. Verbal communication is the use of \_\_\_\_.

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

**Answer: A) Words**

5. Money invested in purchasing of raw materials, payment of wages and salaries, rental, electricity etc. comes under \_\_\_\_\_. | ಕಚ್ಚಾ ವಸ್ತುಗಳ ಖರೀದಿ, ವೇತನ ಮತ್ತು ಸಂಬಳ ಪಾವತಿ, ಬಾಡಿಗೆ, ವಿದ್ಯುತ್ ಇತ್ಯಾದಿಗಳಲ್ಲಿ ಹೂಡಿಕೆ ಮಾಡಿದ ಹಣವು \_\_\_\_\_

- A) fixed capital | ಸ್ಥಿರ ಬಂಡವಾಳ B) long term capital | ದೀರ್ಘಾವಧಿಯ ಬಂಡವಾಳ  
C) working capital | ಕಾರ್ಯವಾಹಿ ಬಂಡವಾಳ D) capital income | ಬಂಡವಾಳ ಆದಾಯ

**Answer: C) working capital | ಕಾರ್ಯವಾಹಿ ಬಂಡವಾಳ**

6. In Excel, the intersection of a row and column is called a \_\_\_\_\_. | ಎಕ್ಸೆಲ್ ನಲ್ಲಿ, ಸಾಲು ಮತ್ತು ಕಾಲಮ್ ಭೇದಕ ದಕವನ್ನು \_\_\_\_\_ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ

- A) cell | ಕೋಶ B) worksheet | ವರ್ಕ್‌ಶೀಟ್  
C) square | ಚದರ D) label | ಲೇಬಲ್

**Answer: A) cell | ಕೋಶ**

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

- A) Entrepreneur B) Distributor

- C) Self-employed person D) Seller

**Answer: C) Self-employed person**

8. A computer system consists of \_\_\_\_\_. | ಕಂಪ್ಯೂಟರ್ ಸಿಸ್ಟಮ್ \_\_\_\_\_ ಅನ್ನು ಒಳಗೊಂಡಿದೆ

- A) software and program | ಸಾಫ್ಟ್‌ವೇರ್ ಮತ್ತು ಪ್ರೋಗ್ರಾಂ B) circuit diagram | ಸರ್ಕ್ಯೂಟ್ ರೇಖಾಚಿತ್ರ  
C) mouse and keyboard | ಮೌಸ್ ಮತ್ತು ಕೀಬೋರ್ಡ್ D) hardware and software | ಯಂತ್ರಾಂಶ ಮತ್ತು ಸಾಫ್ಟ್‌ವೇರ್

**Answer: D) hardware and software | ಯಂತ್ರಾಂಶ ಮತ್ತು ಸಾಫ್ಟ್‌ವೇರ್**

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

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

**Answer: C) Tablet**

10. Which of the following options is an Employability Skill?

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

**Answer: C) All of these**

11. A diverse workplace increases \_\_\_\_\_. |

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

**Answer: B) Productivity**

12. An Entrepreneur can help the society by\_\_\_\_\_.

- A) Seeking new opportunities B) Creating job opportunities  
C) Marketing the product D) Working with a team

**Answer: B) Creating job opportunities**

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

**Answer: B) Talk to the customer and sell the dress for 400 rupees**

14. You can speak to your friend\_\_\_\_\_.

- A) By dancing B) Formally  
C) Informally D) By reading their mind

**Answer: C) Informally**

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

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

**Answer: D) A strong admiration**

16. What is shortcut key for "Paste" command? | "Paste" ಆಜ್ಞೆಗೆ ಶಾರ್ಟ್‌ಕಟ್ ಕೀ ಎಂದರೇನು?

- A) Ctrl + V B) Ctrl + C  
C) Ctrl + X D) Ctrl + A

**Answer: A) Ctrl + V**

17. Indian constitution is a set of \_\_\_\_\_of our country.

- A) Languages B) Laws and rules  
C) Tools D) Keys

**Answer: B) Laws and rules**

18. A child was working in the computer lab which had many computers. The word ?computers? is in the\_\_\_\_\_form.

- A) Minimum B) Less  
C) Plural D) Maximum

**Answer: C) Plural**

19. Which one is NOT an element of 3P's of public speaking? | ಸಾರ್ವಜನಿಕ ಮಾತನಾಡುವ 3P ಯ ಅಂಶ ಯಾವುದು ಅಲ್ಲ ?

- A) Practice B) Perform  
C) Prepare D) Posses

**Answer: D) Posses**

20. 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) Watching the shop  
C) Sharing good words about the shop D) Buying vegetables from other shop

**Answer: C) Sharing good words about the shop**

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

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

**Answer: B) Greet the person**

22. Which of these is an informal greeting?

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

**Answer: D) Hey**

23. Wow! The flowers in the park are beautiful. This is a\_\_\_\_\_?sentence.

- A) Interrogative (?) B) Exclamatory (!)  
C) Imperative D) Declarative (.)

**Answer: B) Exclamatory (!)**

24. Everything that we do outside work is \_\_\_\_.

- A) Dislikes B) Tuition  
C) Professional life D) Personal life

**Answer: D) Personal life**

25. 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) Trackpad B) Printer  
C) Remote D) Web Camera

**Answer: D) Web Camera**

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

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

**Answer: D) Posting personal information publicly**

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

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

**Answer: A) experience**

28. Fill in the correct question word. " \_\_\_\_\_ is the speaker at the function". | ಸರಿಯಾದ ಪ್ರಶ್ನೆ ಪದವನ್ನು ಭರ್ತಿ ಮಾಡಿ.

" \_\_\_\_\_is the speaker at the function?"

- A) Why B) What  
C) Who D) When

**Answer: C) Who**

29. Something is made of different types of units \_\_\_\_\_. | ಯಾವುದೋ ವಿವಿಧ ರೀತಿಯ ಘಟಕಗಳಿಂದ ಮಾಡಲ್ಪಟ್ಟಿದೆ

- A) quality | ಸಮಾನತೆ B) diversity | ವೈವಿಧ್ಯತೆ  
C) unity | ಏಕತೆ D) society | ಸಮಾಜ

**Answer: B) diversity | ವೈವಿಧ್ಯತೆ**

30. Intrinsic motivation is \_\_\_\_\_. | ಆಂತರಿಕ ಪ್ರೇರಣೆ ಎಂದರೆ

- A) short lived | ಅಲ್ಪಾವಧಿಯ B) for money or reward | ಹಣ ಅಥವಾ ಪ್ರತಿಫಲಕ್ಕಾಗಿ

C) long lasting | ದೀರ್ಘಾವಧಿ D) to gain social acceptance | ಸಾಮಾಜಿಕ ಸ್ವೀಕಾರ ಪಡೆಯಲು

**Answer: C) long lasting | ದೀರ್ಘಾವಧಿ**

**31.** \_\_\_\_\_ 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 strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು B) Threats | ಬೆದರಿಕೆಗಳು  
C) Personal weaknesses | ವೈಯಕ್ತಿಕ ದೌರ್ಬಲ್ಯಗಳು D) Opportunities | ಅವಕಾಶಗಳು

**Answer: A) Personal strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು**

**32.** What are the key elements of a resume?

- A) Education B) Career objective  
C) Personal information D) All of these

**Answer: D) All of these**

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

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

**Answer: C) Her senior**

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

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

**Answer: C) How to use MS Office**

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

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

**Answer: A) Interests**

**36.** Which of these is the short cut for making the text bold?

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

**Answer: A) Ctrl+B**

**37.** Which tool can help make music? | ಸಂಗೀತ ರಚಿಸಲು ಯಾವ ಸಾಧನ ಸಹಾಯ ಮಾಡುತ್ತದೆ?

- A) Paint | ಪೇಂಟ್ B) Beethoven | ಬೀಟೋವನ್  
C) Gmail | ಜಿಮೇಲ್ D) Notepad | ನೋಟಪ್ಯಾಡ್

**Answer: B) Beethoven | ಬೀಟೋವನ್**

**38.** Teacher Meena advised her students to write down 2 or 3

sentences when she explains the lesson. How does it help the students?

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

**Answer: A) Recollect what she said**

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

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

**Answer: D) Chances**

**40.** Which one is considered to be a good communication? | ಯಾವುದನ್ನು ಉತ್ತಮ ಸಂವಹನವೆಂದು ಪರಿಗಣಿಸಲಾಗುತ್ತದೆ?

- A) Receiver doesn't listen to sender | ಸ್ವೀಕರಿಸುವವರು ಕಳುಹಿಸುವವರ ಮಾತನ್ನು ಕೇಳುವುದಿಲ್ಲ B) Sender attacks receiver | ಕಳುಹಿಸುವವರು ರಿಸೀವರ್ ಮೇಲೆ ದಾಳಿ ಮಾಡುತ್ತಾರೆ  
C) Message is ambiguous | ಸಂದೇಶವು ಅಸ್ಪಷ್ಟವಾಗಿದೆ D) Sender is positive towards receiver | ಕಳುಹಿಸುವವರು ರಿಸೀವರ್ ಕಡೆಗೆ ಸಕಾರಾತ್ಮಕವಾಗಿದೆ

**Answer: D) Sender is positive towards receiver | ಕಳುಹಿಸುವವರು ರಿಸೀವರ್ ಕಡೆಗೆ ಸಕಾರಾತ್ಮಕವಾಗಿದೆ**

**41.** 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 B) emergencies  
C) bills D) party

**Answer: B) emergencies**

**42.** Which communication method should be used to share confidential information and documents in the workplace?

- A) Phone B) Email  
C) WhatsApp D) Instagram

**Answer: B) Email**

**43.** Pratibha wants to start a Biryani Hotel. What will she need first?

- A) Name Board B) Food Items  
C) Kitchen Equipments D) Business plan

**Answer: D) Business plan**

**44.** Things that one loves to do are called \_\_\_\_\_.

- A) Work B) Abilities  
C) Interests D) Job

**Answer: C) Interests**

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

- A) Clothes B) Movies

C) Groceries

D) House rent

**Answer: B) Movies**

46. RTI means\_\_\_\_\_.

A) Right to Inform

B) Right to Insurance

C) Road Transport Institute

D) Right to Information

**Answer: D) Right to Information**

47. Sharvan serves as a delivery agent delivering tomatoes from a farmer to a company that makes tomato sauce. What is Sharvan's job?

A) Seller

B) Service Provider

C) Distributor

D) Buyer

**Answer: B) Service Provider**

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

A) 'Web pages' act as a library

B) 'Web pages' act as a search engine

C) 'Web pages' act as internet

D) None of these

**Answer: A) 'Web pages' act as a library**

49. Things that are needed for survival are \_\_\_\_\_.

A) Wants

B) Savings

C) Needs

D) Expenses

**Answer: C) Needs**

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

A) problem solving | ಸಮಸ್ಯೆ ಪರಿಹರಿಸುವ

B) hard skill | ಕಠಿಣ ಕೌಶಲ್ಯ

C) managing time | ಸಮಯವನ್ನು ನಿರ್ವಹಿಸುವುದು

D) complete your task on time | ನಿಮ್ಮ ಕೆಲಸವನ್ನು ಸಮಯಕ್ಕೆ ಪೂರ್ಣಗೊಳಿಸಿ

**Answer: D) complete your task on time | ನಿಮ್ಮ ಕೆಲಸವನ್ನು ಸಮಯಕ್ಕೆ ಪೂರ್ಣಗೊಳಿಸಿ**