

# MONTHLY TEST FOR THE MONTH OF MARCH-2026

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Q. ID: ITISKILL46615W

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Answer Key

Duration: 30 Mins

Total Marks: 25

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1. Priyanka found faster way to pack products at the factory. What should she do?

- A) Continue packing the way the team has been doing  
B) None of these  
C) Pack products faster than her coworkers  
D) Share the faster packing method with her team

**Answer: D) Share the faster packing method with her team**

2. Simi is always trying out new ways to reuse the waste materials. She is the \_\_\_\_?

- A) Planner  
B) Doer  
C) Idea Person  
D) Peacekeeper

**Answer: C) Idea Person**

3. Raj works as a factory manager. He has a big order to deliver but there aren't enough workers. What should Raj do?

- A) Stop working  
B) Ignore the problem  
C) Cancel the orders  
D) Request workers to work extra hours

**Answer: D) Request workers to work extra hours**

4. Which of the following is NOT a people skill required in a workplace?

- A) Being kind  
B) Listening  
C) Supporting coworkers  
D) Technical skills

**Answer: D) Technical skills**

5. What are the different steps in Design Thinking?

- A) Imagine, Decide, Create and Try  
B) Try, Create and Decide  
C) Listen, Choose, Plan, Try, Ask  
D) Imagine, Plan and Try

**Answer: C) Listen, Choose, Plan, Try, Ask**

6. Rohan has come up with an idea to improve his work using Design Thinking. What must he do next?

- A) Tell everyone about it  
B) Think of another idea  
C) Apply and test if it works  
D) Write down his idea and keep it safe

**Answer: C) Apply and test if it works**

7. Savita works at a factory. A new machine she hasn't used before stops working. What should she do?

- A) Try again and believe in her ability to fix it.  
B) Blame someone else.  
C) Ignore it.  
D) Hide the machine.

**Answer: A) Try again and believe in her ability to fix it.**

8. You discover a mistake in your work that caused delays in the project. What should you do?

- A) Tell your boss about the mistake  
B) Wait for someone else to find out your mistake  
C) Blame team members for the delay  
D) Ignore the mistake and continue working

**Answer: A) Tell your boss about the mistake**

9. Which of these situations shows people working well together as a team?

- A) A group sharing ideas and listening to each other  
B) Two people arguing and not agreeing  
C) None of these  
D) One person doing all the work without any help from team members

**Answer: A) A group sharing ideas and listening to each other**

10. Which of the following ways can help you work well with people?

- A) All of these  
B) Accepting your mistakes  
C) Paying close attention to what people say  
D) Staying calm, even in challenging situations

**Answer: A) All of these**

11. You are working on a team project with tight deadlines. Your coworker falls ill, leaving their portion of the work incomplete. What should you do?

- A) Criticise your coworker for not completing his work  
B) Ask other team members for help and complete your coworker's task  
C) Complain your supervisor about the incomplete work  
D) Keep working on your own tasks

**Answer: B) Ask other team members for help and complete your coworker's task**

12. What does working well together mean?

- A) Sharing ideas and listening  
B) Finding solutions together  
C) All of these  
D) Offering to help when someone needs it

**Answer: C) All of these**

**13.** Your community wants to reduce plastic waste. How can you use Design Thinking to find new ideas to solve this problem?

- A) Ignore the problem because it's too difficult to solve.
- B) Work together with shops and people nearby to find ways to use less plastic.
- C) Blame others for the plastic waste issue.
- D) Make more things with plastic because they're easy to use.

**Answer: B) Work together with shops and people nearby to find ways to use less plastic.**

**14.** Which of the following are good work habits?

- A) Staying calm when work is challenging
- B) Not giving up when something goes wrong
- C) All of the above
- D) Following workplace rules

**Answer: C) All of the above**

**15.** Amit's team is feeling low because of a failed project. As a leader, what should he do?

- A) Encourage learning from mistakes
- B) Ignore his team members
- C) Blame them for the failure
- D) Scold them

**Answer: A) Encourage learning from mistakes**

**16.** Which of the following behaviors is NOT a characteristic of a team player?

- A) Listening to teammates' ideas
- B) Willingness to help others
- C) Respecting different viewpoints
- D) Taking credit for others' work

**Answer: D) Taking credit for others' work**

**17.** Which of the following is a self-management skill?

- A) All of these
- B) Honesty and Integrity
- C) Commitment
- D) Adaptability and Flexibility

**Answer: A) All of these**

**18.** When thinking of new ideas, why is it important to share ideas with others, even if they are not perfect?

- A) To make others feel included.
- B) To show off your knowledge.
- C) Talking can help make ideas better.
- D) To impress others.

**Answer: C) Talking can help make ideas better.**

**19.** While working with your team on a project, one of your coworkers is finding it difficult to finish their job. What should you do in this situation?

- A) Finish their work for them.
- B) Ignore their problem and focus on your own work.
- C) Help and support them to finish their work.
- D) Complain about them to the boss.

**Answer: C) Help and support them to finish their work.**

**20.** In a team where members have different ideas, and there is a disagreement in the team, what should be done?

- A) Let them argue
- B) Ask someone else to decide
- C) Choose one idea without discussion
- D) Discuss both ideas and find a way to make everyone agree

**Answer: D) Discuss both ideas and find a way to make everyone agree**

**21.** What should you do before making a choice at work?

- A) Look at all the details
- B) All of these
- C) Listen to others' ideas and ask questions
- D) Take time to think and then choose

**Answer: B) All of these**

**22.** What are some resource related problems in a workplace?

- A) Not Enough Space
- B) All of these
- C) Machine Problems
- D) Shortage of Materials

**Answer: B) All of these**

**23.** Venu is a fabric cutter. His team made a mistake in cutting cloth. What's a good way to handle it?

- A) Wait for someone else to solve it
- B) Discuss and find a way to fix it
- C) Get angry and scold his team
- D) Blame the person who cut the cloth

**Answer: B) Discuss and find a way to fix it**

**24.** Priya works at a factory where she operates a packaging machine. When the machine suddenly stops working, Priya quickly finds another way to do her work. Which self-management skill does Priya use?

- A) None of these
- B) Conflict management
- C) Honesty and Integrity
- D) Adaptability

**Answer: D) Adaptability**

**25.** Why is it important to think of new ways to solve problems?

- A) To waste time
- B) It is fun to try new things.
- C) It is unnecessary to try new things.
- D) New ideas can make work easier or faster.

**Answer: D) New ideas can make work easier or faster.**