

February 2026

GOVT ITI HOLENARASIPURA

Answer Key

Duration: 45 Mins**Total Marks: 45****Q.ID: ITISKILL5755GS**

1. Good time management helps in improving _____ at work.

- A) Weakness B) Stress
C) Performance D) Pressure

Answer: C) Performance

2. The Constitution Of India is also called as _____.

- A) Bhartiya Samvidhan B) Newspaper
C) Novel D) Bharatiya Academy

Answer: A) Bhartiya Samvidhan

3. Shyam avoids the use of plastic and chemical fertilizers. He is practising a _____.

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

Answer: A) Green lifestyle

4. 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

Answer: B) Time Management

5. Things that one is good at doing are _____.

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

Answer: A) Abilities

6. Major changes took place in the manufacturing world with _____.

- A) Milk revolution B) Green revolution
C) Industrial revolution D) White revolution

Answer: C) Industrial revolution

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

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

Answer: C) Right to freedom of religion

8. Alpan does yoga in the morning. He follows Youtube classes to motivate himself. This is an example of _____.

- A) Self-motivation B) Time Management

- C) Problem- Solving D) Decision-Making

Answer: A) Self-motivation

9. Regular assessment of skills is necessary for the growth of _____.

- A) Career B) Interview
C) Skill D) Job

Answer: A) Career

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

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

Answer: D) Word Smart

11. The time blocked for work is called a _____ technique.

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

Answer: C) Pomodoro

12. _____ is a way of thinking to solve a problem.

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

Answer: D) Critical thinking

13. Soni is trying to fix the download problem on the laptop. She did not succeed on the first attempt. What should she do?

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

Answer: A) Try another way

14. _____ is one of the behavioral skills that is required to organize work efficiently and complete it on time.

- A) Dancing B) Time Management
C) Cooking D) Painting

Answer: B) Time Management

15. Cutting down of trees for farming and housing purposes is called _____.

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

Answer: D) Deforestation

16. It is not good to forward _____ on social media.

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

Answer: A) fake news

17. A person who respects and follows the law of a country is a _____.

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

Answer: B) Responsible Citizen

18. India is a Sovereign country. That means it can make its own _____.

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

Answer: D) Rules and Decisions

19. Rita found someone's wallet in the office. She gives it to the office manager. This shows that she is _____.

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

Answer: A) honest & responsible

20. Choosing between two or more options is known as _____ process.

- A) Manufacturing
- B) Decision-making
- C) Scientific
- D) Technical

Answer: B) Decision-making

21. Addition of harmful smoke, gases and chemicals to the environment in large quantities is called _____.

- A) Storm
- B) Wind
- C) Pollution
- D) Air

Answer: C) Pollution

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

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

Answer: C) Basic computer skills

23. Bhanu creates 25 minutes task planner and never gets distracted during the blocked time. Which method does she follow?

- A) Calendar
- B) Blocktime
- C) Pomodoro
- D) Timing

Answer: C) Pomodoro

24. Rehana faced a problem with her project. She is dealing with a problem with the right attitude. This is an example of-

- A) Scientific skill
- B) Positive attitude

- C) Negative attitude
- D) Technical skill

Answer: B) Positive attitude

25. If one is capable of finding solutions to problems, one will get better at _____.

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

Answer: D) Problem-solving

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

Answer: A) Decision- making

27. Inability to do something well is one's _____.

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

Answer: D) Weakness

28. Scientists are warning us that the rise in earth's temperature causes _____.

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

Answer: C) Global warming

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

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

Answer: D) Performance

30. Manu thinks about a problem well before making any decision. This is an example of;

- A) Logical thinking
- B) Time Management
- C) Critical thinking
- D) Self-motivation

Answer: C) Critical thinking

31. The way we interact, manage and deal with our external environment is known as _____ skills.

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

Answer: C) Behavioural

32. What are the advantages of time management?

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

Answer: A) All of these

33. The process of manufacturing has changed due to technology and _____ development.

- A) Training B) Teaching
C) Scientific D) Facilitation

Answer: C) Scientific

34. 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) Sell the mixer B) Throw it
C) Identify the problem D) Complain

Answer: C) Identify the problem

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

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

Answer: A) Right against exploitation

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

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

Answer: B) Strength

37. Values and ethics help us build good _____.

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

Answer: B) behavior

38. Meena likes to learn music in her free time. It is one of her ____ to improve.

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

Answer: B) Interests

39. The way we manage/solve the problem is called _____.

- A) Negative attitude B) Passion
C) Positive attitude D) Conflict resolution

Answer: D) Conflict resolution

40. Which of the following is not a step in problem solving?

- A) Identify the problem B) Find solutions
C) Set timer D) Divide problem into parts

Answer: C) Set timer

41. Finding a solution to any problem is known as ____ skill.

- A) Decision-making B) Problem solving
C) Over thinking D) Critical thinking

Answer: B) Problem solving

42. Releasing chemicals, waste, plastics into the water is called _____.

- A) Sound pollution B) Land pollution
C) Water Pollution D) Air pollution

Answer: C) Water Pollution

43. Values decide the _____ of a person.

- A) character B) laptop
C) system D) home

Answer: A) character

44. Which of the following is not a part of one's personality?

- A) Strengths B) Weaknesses
C) Beliefs D) Skin colour

Answer: D) Skin colour

45. Indian constitution is a set of _____ of our country.

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

Answer: C) Laws and rules