

ITI Quiz - 02-Mar-2026

1PM

Q. ID: ITISKILL7403BM

March 2026

Trinity, College udhyavara udupi

Answer Key

Duration: 160 Mins

Total Marks: 50

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1. 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

2. Imagine you are starting a bakery business. What would you focus on first in your business plan?

- A) Calculating how much money you need to start the business
- B) Selecting a catchy name for the bakery
- C) Planning how to advertise the bakery on social media
- D) Figuring out how the business will grow

Answer: A) Calculating how much money you need to start the business

3. Anita is going to the bank today to ask for a loan. She has prepared a business plan. Which of the following will make her business plan strong?

- A) Challenges her business might face along with solutions for them
- B) None of these
- C) Have only the idea and name of her business
- D) Total cost of starting her business without any details

Answer: A) Challenges her business might face along with solutions for them

4. Your friend suggests going for a picnic. She asks you to bring disposable plates and cups. Which of the following actions shows your commitment to a green mindset?

- A) Bring reusable plates and cups
- B) Say yes and bring disposable plates and cups
- C) Ignore the invite to the picnic
- D) Bring green color disposable plates and cups

Answer: A) Bring reusable plates and cups

5. What is an example of formal written communication?

- A) Sending a WhatsApp message
- B) Writing an email to your manager
- C) Posting on social media platforms
- D) Texting a friend

Answer: B) Writing an email to your manager

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

- A) All of these
- B) It may help Raj get more customers

- C) It helps Raj to engage with people interested in his work
- D) It allows people to see his carpentry skills and appreciate his expertise

Answer: A) All of these

7. Venu does not know how to use the new machine. What should he do?

- A) Stay silent till someone teaches him.
- B) Leave the job.
- C) Ask for help and learn how to use the machine
- D) Take a break and do it later.

Answer: C) Ask for help and learn how to use the machine

8. If you face a problem in your community, which of the following entrepreneurial mindset traits would be most helpful?

- A) Waiting until everything is perfect to do something
- B) Taking action to solve the problem
- C) Blaming others for the problem
- D) Ignoring the problem and hoping it goes away

Answer: B) Taking action to solve the problem

9. Why is it important to have a business plan before starting a business?

- A) To identify potential challenges and risks
- B) To outline goals and set clear direction for growth
- C) To attract investors and get a loan
- D) All of these

Answer: D) All of these

10. A ____ helps gig workers find customers and provide services at a fixed charge.

- A) Netflix
- B) bank
- C) school
- D) platform/app

Answer: D) platform/app

11. Which section of the Skill India Digital Platform helps users find physical training centers nearby?

- A) Skill Courses
- B) Skill Centres
- C) Recommendations
- D) Job Exchange

Answer: B) Skill Centres

12. Ranjit has a small bakery business. Using WhatsApp for Business can help Ranjit _____.

- A) chat with friends
C) watch baking tutorial videos
- B) quickly respond to customer orders and questions
D) check status updates
- Answer: B) quickly respond to customer orders and questions**

13. Rohan loves photography and dreams of starting his own photography business. What should Rohan do to start his self-employment journey?

- A) Learn more about photography and join a basic photography course
C) Take random pictures and share them online
- B) Buy the latest photography equipment, even if it is beyond his budget
D) Start advertising his services without any planning

Answer: A) Learn more about photography and join a basic photography course

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

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

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

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

16. Which of the following actions by Aisha during the team meeting show appropriate workplace etiquette?

- A) Continuously check her phone and respond to messages
C) Chat with her coworkers about non-work things
- B) Interrupt the speaker to share her thoughts
D) Put her phone on silent mode and actively participate in the discussion

Answer: D) Put her phone on silent mode and actively participate in the discussion

17. What should you always remember when creating your profile on a job portal?

- A) To include skills required for the job, even if you don't have them
B) To leave out important information

- C) To use a fake name
D) To always be truthful
- Answer: D) To always be truthful**

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

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

Answer: B) Resume, Course and Training Certificates

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

Answer: B) Adaptability

20. In a manufacturing unit, the packaging process is taking longer than usual, causing delays in shipments. What should the workers do?

- A) Continue packaging the same way
C) Ignore the problem
- B) Complain to the management
D) Think of different ways to pack faster

Answer: D) Think of different ways to pack faster

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

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

Answer: B) Taking credit for others' work

22. You notice a coworker struggling with their workload. What should you do?

- A) Ignore their struggles and focus on your own work.
C) Laugh at their inability to manage their workload.
- B) Offer to help them with their tasks.
D) Report their struggles to the supervisor.

Answer: B) Offer to help them with their tasks.

23. Which of the following are good work habits?

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

Answer: A) All of the above

24. What is formal communication?

- A) Official communication following a set of rules
B) All written communication

- C) Casual chatting on social media D) Talking with friends and family

Answer: A) Official communication following a set of rules

25. If more workers know how to work, what will happen?

- A) Loss for the company B) More work gets done
C) Confusion D) Less work gets done

Answer: B) More work gets done

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

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

Answer: C) All of these

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

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

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

28. While thinking about learning, what are the questions you can ask yourself?

- A) Was it easy or difficult to learn? B) How can I learn better?
C) What did I learn? D) All of these

Answer: D) All of these

29. What are green jobs?

- A) Jobs that conserve resources and help the environment B) Jobs that harm the environment
C) Jobs that ignore waste separation and recycling D) Jobs shared in green colours

Answer: A) Jobs that conserve resources and help the environment

30. What are some people related problems in a workplace?

- A) Workers don't know the tasks B) All of these
C) Communication problems D) Not enough workers

Answer: B) All of these

31. An entrepreneurial mindset means to:

- A) All of these B) Identify opportunities and use them for your benefit
C) Try different ways to solve problems D) Achieve your goal, without giving up

Answer: A) All of these

32. Mehul is making a plan for his business. Which of the following is NOT included in a business plan?

- A) Personal interests and hobbies B) Business idea
C) Future growth strategies D) Startup costs

Answer: A) Personal interests and hobbies

33. Arjun is applying for jobs on Naukri.com. Which of these should he do?

- A) Match his skills with the job description B) Apply to all the jobs listed
C) Ignore the job descriptions D) Select all the cities where jobs are available

Answer: A) Match his skills with the job description

34. Which of the following best describes the self-management skill of reliability?

- A) Not being honest with coworkers B) Not completing tasks on time
C) Ignoring the needs of others D) People always trust you to do your job well

Answer: D) People always trust you to do your job well

35. What is a common reason for people to migrate for work?

- A) To find better job opportunities B) To explore new places
C) To spend time with family D) To learn new languages

Answer: A) To find better job opportunities

36. A green workplace_____.

- A) uses less paper and energy- saving lights B) ignores waste separation and recycling
C) uses disposable items and plastic water bottles D) keeps the lights on all the time

Answer: A) uses less paper and energy- saving lights

37. What is an important future workplace skill for employees?

- A) Planning holidays B) Networking and relationship- building
C) Doing paperwork D) Doing manual work

Answer: B) Networking and relationship- building

38. Imagine you want to learn about digital marketing. What should you do first on the Skill India Digital Platform ?

- A) Enroll in any course available B) None of these
C) Search for job opportunities D) Explore the Skill Courses section

Answer: D) Explore the Skill Courses section

39. What is the main purpose of the Skill India Digital Platform?

- A) To provide financial assistance for job seekers
- B) To offer offline training programs
- C) To facilitate online learning and skill development
- D) To promote international job opportunities

Answer: C) To facilitate online learning and skill development

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

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

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

41. Which of the following statements shows good teamwork?

- A) Ignoring others' ideas and opinions
- B) Keeping all ideas to yourself
- C) Working together towards a common goal
- D) Criticizing teammates' efforts

Answer: C) Working together towards a common goal

42. Pranav is working on his resume. While reviewing his resume, what should Pranav keep in mind?

- A) Check for spelling and grammar mistakes
- B) Ensure that the information provided is correct
- C) All of these
- D) Highlight skills and qualifications that match the job

Answer: C) All of these

43. 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) Apply and test if it works
- C) Think of another idea
- D) Write down his idea and keep it safe

Answer: B) Apply and test if it works

44. During a job interview, Ramesh is asked to describe his top three strengths. Which of the following responses shows good formal communication?

- A) My top three skills are problem-solving, teamwork, and attention to detail.
- B) I don't know, I never really thought about it.
- C) Uh, I guess I can do a little bit of everything.
- D) I'm pretty good at a lot of things.

Answer: A) My top three skills are problem-solving, teamwork, and attention to detail.

45. Ravi wants to make a new chair for his school using Design Thinking. What should he do first?

- A) Listen to what students want in a chair
- B) Test different chair designs
- C) Plan how to make the chair
- D) Choose the colour of the chair

Answer: A) Listen to what students want in a chair

46. Venu includes a clear subject in his email. Why is that important?

- A) To show he has good English skills
- B) Email cannot be sent without a subject line
- C) To tell the company what the email is about
- D) None of these

Answer: C) To tell the company what the email is about

47. Why should you reply to comments on YouTube?

- A) So viewers feel connected
- B) To use the internet
- C) To get more videos
- D) To get more friends

Answer: A) So viewers feel connected

48. Before applying for a job, why is it important to check the skills required for a job?

- A) It is not important to check the skills required for a job.
- B) To impress the interviewer.
- C) To chat with friends about it.
- D) To be sure you can do the job well.

Answer: D) To be sure you can do the job well.

49. Rahul is moving to Qatar for work. What should he do to migrate safely?

- A) Learn about the place and enroll in safety training programs
- B) Confirm his job before moving
- C) All of these
- D) Organize important documents and have a bank account for emergencies

Answer: C) All of these

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

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