

GETTING READY FOR APPRENTICESHIP AND JOBS

Q. ID: ITISKILL8677UW

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Answer Key

Duration: 60 Mins

Total Marks: 75

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1. A ____ is the first document an employer will look at when reviewing the job application.

- A) Certificate
- B) Bank statement
- C) Ticket
- D) Resume

Answer: D) Resume

2. Vimal wanted to update his resume. Which of the following he should NOT include in his resume?

- A) Date of birth
- B) Salary expectations
- C) Name
- D) Qualification

Answer: B) Salary expectations

3. Farida met an ex-student of her institute. He/she can be called as an _____?

- A) Interviewer
- B) Alumni
- C) Referee
- D) Professor

Answer: B) Alumni

4. One needs to handle failure and rejection with a _____ attitude.

- A) Positive
- B) Rude
- C) Helpful
- D) Negative

Answer: A) Positive

5. _____ are jobs that you find by being part of a particular online platform or an app.

- A) Life time jobs
- B) Platform- based jobs
- C) Railway platform jobs
- D) None of these

Answer: B) Platform- based jobs

6. Vibha wants to register on the NAPS portal. She should have ____ to register.

- A) Degree
- B) Diploma
- C) Masters degree
- D) ITI certificate

Answer: D) ITI certificate

7. Which of these is NOT a platform for finding platform-based jobs?

- A) Uber
- B) Swiggy
- C) Urban Company
- D) Government office

Answer: D) Government office

8. _____ is the formal process of checking if the candidate is suitable for the job.

- A) Interview
- B) Training
- C) Onboarding
- D) Reading

Answer: A) Interview

9. Something that is not accepted by someone is called _____.

- A) Rejection
- B) Acceptance
- C) Success
- D) Failure

Answer: A) Rejection

10. Sundar's hotel business was under heavy loss. He had to close business. How can he learn from failure and achieve success?

- A) All of these
- B) Don't give-up and try again
- C) Think about what happened in a systematic way
- D) Stay positive to learn from failure

Answer: A) All of these

11. What happens If we do not maintain good personal hygiene (cleanliness)?

- A) We become more popular.
- B) We can get sick easily.
- C) Our health improves.
- D) We feel happier.

Answer: B) We can get sick easily.

12. Where can you build a professional network?

- A) Alumni clubs
- B) Social events
- C) All of these
- D) Current job

Answer: C) All of these

13. Tom feels very tensed and scared. He is unable to concentrate before his exams. He is sweating. What kind of stress is this?

- A) Small
- B) Good
- C) Bad
- D) Never

Answer: C) Bad

14. During an industrial visit or an interview we have to dress ____?

- A) dirty
- B) in pajamas

- C) casually D) formally

Answer: D) formally

15. Kim has a habit of switching off her desktop and PC when not in use. This helps to _____energy at the workplace.

- A) Waste B) Practice
C) Conserve (Save) D) Spend

Answer: C) Conserve (Save)

16. Why is personal grooming important?

- A) It helps you feel confident. B) It creates a positive first impression.
C) All of these D) It shows self- discipline.

Answer: C) All of these

17. What is the most important thing to focus in a Guest Lecture?

- A) YouTube Reels B) Expectations of the workplace
C) Shopping centers near workplace D) Holidays

Answer: B) Expectations of the workplace

18. 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

19. A company is asking for money for applying for a job from Ruhi. She realized that it must be a _____job.

- A) real B) fake
C) good D) great

Answer: B) fake

20. _____can be a physical, mental, or emotional reaction, that makes us feel worried.

- A) Job B) Food
C) Action D) Stress

Answer: D) Stress

21. _____is the process of taking steps to look neat and presentable.

- A) Caring B) Uniform
C) Grooming D) Brooming

Answer: C) Grooming

22. During the industrial visit I will _____?about the company/ industry that I visit.

- A) do sight seeing B) learn about the company/industry that is being visited
C) have fun with friends D) enjoy all the benefits from the company

Answer: B) learn about the company/industry that is being visited

23. The main purpose of mock interviews is to _____?.

- A) give feedback B) judge people
C) give marks D) waste time

Answer: A) give feedback

24. Rita did not enjoy her work in her previous company. She is going for interview to another company. What should Rita NOT do?

- A) Be on time for the interview B) Talk badly about her previous company
C) Communicate clearly D) Take her resume

Answer: B) Talk badly about her previous company

25. Which of these services can you find on platform-based job portals?

- A) Home & Appliance Repair services B) Beauty salon services
C) All of these D) Cleaning services

Answer: C) All of these

26. Seema is attending an interview. What is she is supposed to carry for the interview?

- A) Certificates B) Resume
C) ID cards D) All of these

Answer: D) All of these

27. What kind of stress can lead to lifelong physical and mental health issues?

- A) Good stress B) Mid-term
C) Long-term D) Short-term

Answer: C) Long-term

28. Raji is studying to be a Baker in a from an ITI. Which place is suitable for her to do industry visit?

- A) Toy factory B) Chemical factory
C) Bread factory D) Paint factory

Answer: C) Bread factory

29. Job search engines are also called _____.

- A) Shopping platforms B) Resume Builder
C) Job portals D) Play store

Answer: C) Job portals

30. Which of these is NOT a question to ask alumni during guest lecture?

- A) What are your travel plans?
B) How did you prepare yourself for a job/workplace?
C) Did you relocate for your job? What were the main challenges?
D) How did you convince your parents/family to work?

Answer: A) What are your travel plans?

31. Ram just finished his training course. Which portal can he use to look for jobs as a fresher?

- A) Swiggy
B) Myntra
C) Freshersworld
D) Urban Company

Answer: C) Freshersworld

32. A formal interaction between students and a guest speaker is known as _____.

- A) time pass
B) Group meeting
C) Guest lecture
D) A casual chat

Answer: C) Guest lecture

33. What is the full form of NAPS?

- A) National Appraisal Promotion Scheme
B) National Apparent Provident Scheme
C) National Apprenticeship Promotion Scheme
D) National Appreciation Pro Scheme

Answer: C) National Apprenticeship Promotion Scheme

34. Shreyas is going for an interview . He has picked a shirt from the cupboard. He must _____ before wearing it.

- A) color
B) soak
C) tear
D) iron

Answer: D) iron

35. Which of the following will the interviewer expect from the candidates?

- A) Singing skills
B) Painting skills
C) Good soft skills
D) Cooking skills

Answer: C) Good soft skills

36. Which of the following is NOT a soft skill?

- A) Carpentry
B) Communication Skill
C) Time Management
D) Goal Setting

Answer: A) Carpentry

37. During an industry visit, an important thing to observe is_____?

- A) Canteen food
B) Generator
C) Behaviour of workers
D) Colors

Answer: C) Behaviour of workers

38. Nagma has an important job interview tomorrow. What should she do to prepare for her interview?

- A) Talk only about her personal life
B) Research the company & prepare questions to ask
C) Arrive late to show she is busy
D) Wear casual clothes to feel comfortable

Answer: B) Research the company & prepare questions to ask

39. The lack of success in achieving a goal or completing a task is called _____.

- A) Failure
B) Satisfaction
C) Boring
D) Success

Answer: A) Failure

40. Ganesh greets his co-workers every day. He is trying to maintain _____at work.

- A) frustration
B) power
C) good relationships
D) his authority

Answer: C) good relationships

41. NAPS provides apprenticeship training opportunities for a student who has completed ___years.

- A) 10
B) 18
C) 14
D) 21

Answer: C) 14

42. Keith recorded his interview as a video to understand his performance. This is also one of the methods to receive _____?

- A) feedback
B) wishes
C) compliments
D) Greetings

Answer: A) feedback

43. After industry visit, how can you reflect on your experience?

- A) Review and think about any advice you received during the visit
B) All of these
C) Share your experience with classmates, teachers and family
D) Write a report about what you learned and observed

Answer: B) All of these

44. _____opportunities can also be found during industry visit.

- A) Painting
B) Internship
C) Playing
D) Cooking

Answer: B) Internship

45. Which of the following is NOT an interview skill?

- A) Painting
B) Showing confidence
C) Clear communication
D) Active listening

Answer: A) Painting

46. A mock interview is a____job interview.

- A) practice
- C) difficult

- B) fun
- D) virtual

Answer: A) practice

47. Good, professional relationship with co-workers can give the feeling of_____.

- A) Negative energy
- C) Fear
- B) Confusion
- D) Job satisfaction

Answer: D) Job satisfaction

48. Rekha takes care of all water-pipe fittings in her company. Which professional network can she be a part of?

- A) Plumbers
- C) Carpenters
- B) Beauticians
- D) Tailors

Answer: A) Plumbers

49. Sheela prepared for an interview for a week but got nervous and was rejected. What should she do to improve?

- A) Do not lose focus from her goals
- C) Avoid future interviews
- B) Ignore feedback from the interview
- D) Keep thinking about her failure

Answer: A) Do not lose focus from her goals

50. Which of these is a bad practice in a workplace?

- A) Opportunity to grow in the company
- C) Good work- life balance
- B) Open and honest communication
- D) No trust between co-workers

Answer: D) No trust between co- workers

51. Arjun focuses only on his work and does not get involved in workplace politics. He also makes sure he does not work after office-hours. He makes time for his family. What is he doing?

- A) He is maintaining good work-life balance.
- C) He is working a lot.
- B) He is not working at all.
- D) He is enjoying workplace politics.

Answer: A) He is maintaining good work-life balance.

52. Harry has knowledge of circuits and wiring. He can apply as a/an_____ in a company.

- A) Fitter
- C) Electrician
- B) Beautician
- D) Plumber

Answer: C) Electrician

53. How can an industrial visit benefit students in career development?

- A) By showing how real jobs are done and what different roles involve
- B) By offering them immediate employment

- C) By allowing them to skip regular classes
- D) By giving them opportunities to relax and have fun

Answer: A) By showing how real jobs are done and what different roles involve

54. Chandu is sick and unable to cook food. From which platform can he order food?

- A) Myntra (Shopping app)
- C) Flipkart (product selling app)
- B) Swiggy (food delivery app)
- D) Urban Company (home cleaning & repair services)

Answer: B) Swiggy (food delivery app)

55. How can a professional network support your career growth?

- A) By sharing knowledge and professional guidance
- C) By offering free travel discounts
- B) By organizing social parties
- D) By giving financial loans

Answer: A) By sharing knowledge and professional guidance

56. Creating profiles on multiple portals always helps in____reach.

- A) Wider/Vast
- C) Limited
- B) Low
- D) Small

Answer: A) Wider/Vast

57. Saif's college professor guided him to choose the right career path. He must show ___?to his guide.

- A) Anger
- C) Fear
- B) Gratitude
- D) Arrogance

Answer: B) Gratitude

58. The job interview is a discussion between ____and ____for mutual benefit.

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

Answer: C) employee and employer

59. Which of the following should be avoided while facing an interview?

- A) Listening
- C) Speaking
- B) Answering questions
- D) Use mobile

Answer: D) Use mobile

60. Who can be in your professional network?

- A) College professors
- C) All of these
- B) Classmates
- D) Co-workers

Answer: C) All of these

61. Guest lectures act as a platform to talk to alumni about their _____

- A) travel plans
- C) experience

- B) hobbies
- D) family life

Answer: C) experience

62. The interviewer asked Rahul to wait for a few days. What can Rahul do after few days?

- A) Follow up with the employer on phone call or email
- B) Never call
- C) Give up his hope
- D) Meet his friends

Answer: A) Follow up with the employer on phone call or email

63. Arunima has completed an apprenticeship training on NAPS. She will be getting a _____ on completion.

- A) Clothes
- B) Credit Card
- C) Scholarship
- D) Certificate

Answer: D) Certificate

64. What is the advantage of an Industry visit?

- A) Chance to talk to the teachers
- B) Chance to talk to the experts
- C) Chance to talk to the family
- D) Chance to talk to the friends

Answer: B) Chance to talk to the experts

65. Shilpa wanted to get her house cleaned before Diwali. On which portal can she book this service?

- A) Helpr
- B) Zomato
- C) Swiggy
- D) Ola

Answer: A) Helpr

66. How can we save resources on our planet?

- A) Create less pollution
- B) All of these
- C) Use less electricity
- D) Use less plastic

Answer: B) All of these

67. Which of the following is a specialized app or portal designed to find jobs?

- A) Naukri
- B) Amazon
- C) Myntra
- D) Zomato

Answer: A) Naukri

68. Which of these is NOT a question to ask during an industrial visit?

- A) What is your favourite hobby?
- B) How do you keep things safe and high quality?

- C) What are the main products made here?

- D) How does your production line work?

Answer: A) What is your favourite hobby?

69. What are the key elements of a resume?

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

Answer: C) All of these

70. Which of the following are good manners in an interview?

- A) Being on time
- B) Not making eye contact
- C) Getting irritated
- D) Speaking too fast

Answer: A) Being on time

71. NAPS is a scheme by the Government of India to provide apprenticeship training through the ____.

- A) Professors
- B) Teachers
- C) Trainers
- D) Employers

Answer: D) Employers

72. _____ stress can make us feel excited and motivated.

- A) Long-term
- B) Bad
- C) Short-term
- D) Good

Answer: D) Good

73. _____?helps in experiencing the real world of work.

- A) Failure
- B) Industry visit
- C) Interview
- D) Mock interview

Answer: B) Industry visit

74. Which of the following aspects did you focus on the most during your industrial visit?

- A) The decoration of the offices
- B) The uniforms worn by employees
- C) The types of machinery and technology used in manufacturing processes
- D) The quality of food in the cafeteria

Answer: C) The types of machinery and technology used in manufacturing processes

75. Which of the following is an advantage of a mock interview?

- A) Learning how to speak
- B) All of these
- C) Using proper body language
- D) Learning how to dress

Answer: B) All of these