

Duration: 30 Mins

Total Marks: 632

Q.ID: ITISKILL9773MH

1. Which one is NOT a benefit of the role playing? | ಪಾತ್ರ ನಿರ್ವಹಣೆಯ ಪ್ರಯೋಜನ ಯಾವುದು?

A) Builds confidence | ಆತ್ಮವಿಶ್ವಾಸವನ್ನು ಹೆಚ್ಚಿಸುತ್ತದೆ

B) Develops creative problem-solving skill | ಸೃಜನಾತ್ಮಕ ಸಮಸ್ಯೆ ಪರಿಹರಿಸುವ ಕೌಶಲ್ಯವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ

C) Develops listening skill | ಕೇಳುವ ಕೌಶಲ್ಯವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ

D) Develops boredom | ಬೇಸರವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ

Answer: D) Develops boredom | ಬೇಸರವನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸುತ್ತದೆ

2. _____ is an organisation that uses digital technology to help people in rural India.

A) Digital Empowerment Foundation (DEF)

B) Digital Education Foundation (DEF)

C) Digital Education Fund (DEF)

D) Digital Empowerment (DE)

Answer: A) Digital Empowerment Foundation (DEF)

3. Jack is very good at MS Excel. He must apply for a job based on his _____.

A) Decision

B) Mood

C) Abilities

D) Interests

Answer: C) Abilities

4. We should _____ instructions in the classroom.

A) learn

B) listen to

C) ignore

D) forget

Answer: B) listen to

5. Disha wants to repay her loan. How can she do it without going to the bank?

A) Online transfer

B) Withdraw from ATM

C) Close account

D) Open bank account

Answer: A) Online transfer

6. Which of these is not a positive word about your work?

A) Boring

B) Exciting

C) Fun

D) Interesting

Answer: A) Boring

7. Plural form of child is _____.

A) Kid

B) Infant

C) Children

D) Person

Answer: C) Children

8. Choose the mobile app form the following options.

A) Facebook

B) LinkedIn

C) YouTube

D) All of these

Answer: D) All of these

9. Smitha needs to sell a mobile phone. She is writing down the advantages and benefits of the different phones. She is writing a _____.

A) Bill

B) Service statement

C) FAB statement

D) Financial statement

Answer: C) FAB statement

10. 'The sea is blue'. In this sentence _____ is an adjective.

A) sea

B) the

C) is

D) blue

Answer: D) blue

11. In a business, the money involved in building a product is called _____.

A) Profit

B) Price

C) Cost

D) Discount

Answer: C) Cost

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

A) Painting skills

B) Good soft skills

C) Singing skills

D) Cooking skills

Answer: B) Good soft skills

13. Why is a market scan conducted?

A) All of these

B) To check what the competitors are offering

C) To explore how to grow the business

D) To understand customer needs

Answer: A) All of these

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

A) What is your favourite hobby?

B) What are the main products made here?

C) How do you keep things safe and high quality?

D) How does your production line work?

Answer: A) What is your favourite hobby?

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

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

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

16. Raju wants to start a Textile shop. What should he do first?

- A) Hire Staff
B) Rent a Shop
C) Purchase New Fabrics
D) Prepare a Business Plan

Answer: D) Prepare a Business Plan

17. 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

18. Sita and I are friends. ____stays in Gandhi Bazar.

- A) And
B) A
C) She
D) What

Answer: C) She

19. Which of these is a sign of good stress? | ಇವುಗಳಲ್ಲಿ ಯಾವುದು ಉತ್ತಮ ಒತ್ತಡದ ಸಂಕೇತವಾಗಿದೆ?

- A) Makes you physically ill or causes pain | ನಿಮ್ಮನ್ನು ದೈಹಿಕವಾಗಿ ಅಸ್ವಸ್ತನನ್ನಾಗಿ ಮಾಡುತ್ತದೆ ಅಥವಾ ನೋವನ್ನು ಉಂಟುಮಾಡುತ್ತದೆ
B) Does not lead to long-term tension, loss of sleep | ದೀರ್ಘಾವಧಿಯ ಒತ್ತಡ, ನಿದ್ರೆಯ ನಷ್ಟಕ್ಕೆ ಕಾರಣವಾಗುವುದಿಲ್ಲ
C) It makes you doubt yourself | ಇದು ನಿಮ್ಮನ್ನು ಅನುಮಾನಿಸುತ್ತದೆ
D) It prevents you from pursuing your goals | ಇದು ನಿಮ್ಮ ಗುರಿಗಳನ್ನು ಅನುಸರಿಸುವುದನ್ನು ತಡೆಯುತ್ತದೆ

Answer: B) Does not lead to long-term tension, loss of sleep | ದೀರ್ಘಾವಧಿಯ ಒತ್ತಡ, ನಿದ್ರೆಯ ನಷ್ಟಕ್ಕೆ ಕಾರಣವಾಗುವುದಿಲ್ಲ

20. An employee is someone who_____.

- A) Works for a salary
B) Does not work
C) Goes to school to study
D) Goes to play

Answer: A) Works for a salary

21. Gopi is always willing to learn and improve in his work. He has a_____?

- A) Certificate
B) Fixed mindset
C) Marksheet
D) Growth mindset

Answer: D) Growth mindset

22. Pragathi downloaded the bank app on her mobile. What should she not share with anyone?

- A) MPIN
B) Password
C) All of these
D) OTP

Answer: C) All of these

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

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

Answer: B) We can get sick easily.

24. Which among these is a type of communication?

- A) Verbal
B) All of these
C) Non-Verbal
D) Visual

Answer: B) All of these

25. _____is the most commonly used word for switching off a computer.

- A) Power On
B) Shut Down
C) Hang Up
D) Switch On

Answer: B) Shut Down

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

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

Answer: C) Posting personal information publicly

27. Creating profiles on multiple portals always helps in_____reach.

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

Answer: C) Wider/Vast

28. Probing for customer needs means _____.

- A) To ask customers what they need
B) To celebrate with customers
C) Get angry with the customer
D) To give discount

Answer: A) To ask customers what they need

29. If one can use a computer and the internet comfortably. It is called _____?.

- A) Sports Literacy
B) Digital Literacy
C) Cultural Literacy
D) Language Literacy

Answer: B) Digital Literacy

30. Which saving option would you choose to buy an expensive bike you have always wanted?

- A) Long term savings
B) Emergency savings

- C) None of these D) Goal savings

Answer: D) Goal savings

31. John wasn't selected for a job because he is a man. What type of discrimination is this?

- A) Gender discrimination B) Age discrimination
C) Color discrimination D) Education discrimination

Answer: A) Gender discrimination

32. What does SMART tips for internet safety stands for?

- A) Stay Safe Don't Meet up B) Stay Simple Meet Up
Accepting Files Reliable Tell Acceptable Reachable Tell
Someone about yourself
C) None of these D) Stay Simple Manageable
 Attractive Reasonable Timely

Answer: A) Stay Safe Don't Meet up Accepting Files Reliable Tell Someone

33. Something that is not accepted by someone is called ____.

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

Answer: A) Rejection

34. A business idea should _____?

- A) None of these B) Satisfy only my needs
C) Save the world D) Fulfill customer needs or
 solve their problems

Answer: D) Fulfill customer needs or solve their problems

35. Exchange of ideas happen through _____.

- A) Communication B) Listening
C) Watching D) Singing

Answer: A) Communication

36. Ryan wants to speak to HR about his work. He should specify the name of his job, place of work and ____?

- A) Some information about B) Team mates
his responsibilities
C) Senior name D) His needs

Answer: A) Some information about his responsibilities

37. Teacher Meena advised her students to write down 2 or 3 sentences when she explains the lesson. How does it help the students?

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

Answer: D) Recollect what she said

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

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

Answer: A) Critical thinking

39. The process of manufacturing has changed due to technology and ____ development.

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

Answer: C) Scientific

40. The way we sit, our facial expression and body language show _____ communication.

- A) informal B) non- verbal
C) written D) verbal

Answer: B) non- verbal

41. Which one is a "Don't" of discussion etiquette? | ಮುಕ್ತ ಮನಸ್ಸಿನವರಾಗಿರಿ?

- A) Listen to others | ಇತರರ B) Be open minded | ಮುಕ್ತ
ಮಾತುಗಳನ್ನು ಕೇಳಿ ಮನಸ್ಸಿನವರಾಗಿರಿ
C) Use moderate tone | D) Argue unnecessary |
ಮಧ್ಯಮ ಸ್ವರವನ್ನು ಬಳಸಿ ಅನಗತ್ಯವಾದ

Answer: D) Argue unnecessary | ಅನಗತ್ಯವಾದ

42. When discrimination is done to help someone in need, that is called ____ discrimination.

- A) positive B) negative
C) gender D) situational

Answer: A) positive

43. What is an easy and quick way to make online payments?

- A) Going to the bank B) Digital wallets
C) Cheque payment D) Cash on delivery

Answer: B) Digital wallets

44. Priya received constructive (helpful) criticism from her manager about her latest project. What should she do?

- A) Thank her manager B) Listen
C) Understand D) All of these

Answer: D) All of these

45. Which of the following is a smart device?

- A) Smart TV B) Smart Phone
C) All of these D) Smart Watch

Answer: C) All of these

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

- A) Positive attitude B) Technical skill
C) Negative attitude D) Scientific skill

Answer: A) Positive attitude

47. Action words are also called ____.

- A) Is B) Are
C) Center D) Verbs

Answer: D) Verbs

48. Equality means in the same situation, people have the_____.

- A) Same height B) Same age
C) Same rights D) Same color

Answer: C) Same rights

49. _____ 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) Opportunities | ಅವಕಾಶಗಳು D) Personal weaknesses | ವೈಯಕ್ತಿಕ ದರ್ಬಲ್ಯಗಳು

Answer: A) Personal strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು

50. 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) bills B) emergencies
C) party D) travel

Answer: B) emergencies

51. Document which has details of a job is ____?.

- A) Letter B) Job Description
C) Resume D) Report

Answer: B) Job Description

52. 'Arjun filled water into a large pot'. In this sentence the describing word is _____.

- A) into B) Arjun
C) water D) large

Answer: D) large

53. On a computer, a file can be created using which of these applications?

- A) MS Powerpoint B) MS Excel
C) All of these D) MS Word

Answer: C) All of these

54. After receiving interview call, what is the next step? | ಸಂದರ್ಶನ ಕರೆ ಸ್ವೀಕರಿಸಿದ ನಂತರ, ಮುಂದಿನ ಹಂತ ಯಾವುದು?

- A) Send resume | ಪುನರಾರಂಭವನ್ನು ಕಳುಹಿಸಿ B) Appear at interview | ಸಂದರ್ಶನದಲ್ಲಿ ಕಾಣಿಸಿಕೊಳ್ಳಿ
C) Prepare the resume | ಪುನರಾರಂಭವನ್ನು ತಯಾರಿಸಿ D) Send application letter | ಅರ್ಜಿ ಪತ್ರ ಕಳುಹಿಸಿ

Answer: B) Appear at interview | ಸಂದರ್ಶನದಲ್ಲಿ ಕಾಣಿಸಿಕೊಳ್ಳಿ

55. A poster presents information by using_____.

- A) Story B) Images and colours
C) Exercise for practice D) Novel

Answer: B) Images and colours

56. This intention to move out of one's place to another for better jobs is called _____. | ಉತ್ತಮ ಉದ್ಯೋಗಗಳಿಗಾಗಿ ಒಬ್ಬರ ಸ್ಥಳದಿಂದ ಇನ್ನೊಬ್ಬರಿಗೆ ಸ್ಥಳಾಂತರಗೊಳ್ಳುವ ಈ ಉದ್ದೇಶವನ್ನು _____ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ.

- A) mitigation | ತಗ್ಗಿಸುವಿಕೆ B) litigation | ವ್ಯಾಜ್ಯ
C) migration | ವಲಸೆ D) irrigation | ನೀರಾವರಿ

Answer: C) migration | ವಲಸೆ

57. Which of the following is not an example of using social media and internet in an impactful and successful way?

- A) Sharing verified news B) Mentoring and supporting people
C) Encouraging people to donate money for the social cause D) Sharing Jokes on a particular religion

Answer: D) Sharing Jokes on a particular religion

58. SMART stands for _____.

- A) Specific, Measurable, Archive, Relevant, and Time-Bound. B) Specific, Memorable, Achievable, Relevant, and Time-Bound.
C) Specific, Measurable, Achievable, Relevant, and Trim D) Specific, Measurable, Achievable, Relevant, and Time-Bound.

Answer: D) Specific, Measurable, Achievable, Relevant, and Time-Bound.

59. _____ is a serious issue that affects an individual's mental, emotional, physical wellbeing in the workplace.

- A) Meeting with the manager B) Company rules
C) Sexual harassment D) Travel leave

Answer: C) Sexual harassment

60. 1st industrial revolution started in _____. | 1 ನೇ ಕೈಗಾರಿಕಾ ಕ್ರಾಂತಿ ಪ್ರಾರಂಭವಾಯಿತು _____

- A) 20th century | 20 ನೇ ಶತಮಾನ B) 18th century | 18 ನೇ ಶತಮಾನ
C) 19th century | 19 ನೇ ಶತಮಾನ D) 21st century | 21 ನೇ ಶತಮಾನ

Answer: B) 18th century | 18 ನೇ ಶತಮಾನ

61. The police were questioning about his crime. What type of sentence is it?

- A) None of these B) Exclamatory (!)
C) Interrogative (?) D) Declarative (.)

Answer: D) Declarative (.)

62. Paul is saving his Word document for a project. Which layout format should he use for official documents?

- A) Undo B) Cut
C) Landscape D) Portrait

Answer: D) Portrait

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

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

Answer: D) Bhartiya Samvidhan

64. Which of these is an advantage of learning online?

- A) No need to study B) Learn anytime & anywhere
C) Have shorter classes D) Make friends with classmates

Answer: B) Learn anytime & anywhere

65. Which of the following tasks can be performed by Alexa?

- A) All of these B) Play music
C) Check the weather D) Call phones

Answer: A) All of these

66. Costly things that are not essential for our survival are _____.

- A) Needs B) Money
C) Luxuries D) Savings

Answer: C) Luxuries

67. Azim wants to learn dancing and challenge the gender stereotype that only women should learn dancing. It is completely _____.

- A) Impossible B) okay
C) wrong D) funny

Answer: B) okay

68. Nimal wants to transfer files from one location to another on her laptop. Which of the following actions can she take to do so?

- A) Select the file, press Ctrl X to cut and Ctrl V to paste it
B) Click on backspace button
C) Click on power off button
D) Click on escape button

Answer: A) Select the file, press Ctrl X to cut and Ctrl V to paste it

69. A person who makes a call _____

- A) Contacts B) Keypad
C) Phase D) Caller

Answer: D) Caller

70. You are unable to share your message properly in an email. Which skill should you improve?

- A) Written communication B) Playing
C) Reading D) Speaking

Answer: A) Written communication

71. Shilpa wants to start a soap-making company. What kind of questions should she NOT ask her customers?

- A) How much do you pay for soap?
B) Do you like to eat chats?
C) Do you use soap?
D) Which types of soaps do you buy?

Answer: B) Do you like to eat chats?

72. Formal greetings are used in _____.

- A) Friends B) Workplace
C) House D) Family

Answer: B) Workplace

73. Ethics means _____. | ನೀತಿಶಾಸ್ತ್ರ ಎಂದರೆ _____

- A) not relevant to society | ಸಮಾಜಕ್ಕೆ ಸಂಬಂಧಿಸಿಲ್ಲ
B) decide what is right and wrong for a human conduct | ಮಾನವ ನಡವಳಿಗೆಗೆ ಯಾವುದು ಸರಿ ಮತ್ತು ತಪ್ಪು ಎಂದು ನಿರ್ಧರಿಸಿ
C) employability skills | ಉದ್ಯೋಗ ಕೌಶಲ್ಯಗಳು
D) name of a city | ಒಂದು ನಗರದ ಹೆಸರು

Answer: B) decide what is right and wrong for a human conduct | ಮಾನವ ನಡವಳಿಗೆಗೆ ಯಾವುದು ಸರಿ ಮತ್ತು ತಪ್ಪು ಎಂದು ನಿರ್ಧರಿಸಿ

74. Which of the following is not a part of a desktop Computer?

- A) Mouse B) Monitor
C) Web Camera D) Antenna

Answer: D) Antenna

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

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

Answer: D) Problem-solving

76. _____ is called as the brain of the computer.

- A) Central Processing Unit B) Trackpad
C) Monitor D) Web Camera

Answer: A) Central Processing Unit

77. Conflict usually creates _____?

- A) Enjoyment B) Negative emotions
C) Happy emotions D) Positive emotions

Answer: B) Negative emotions

78. As per the POSH Act, any workplace that has 10 or more employees must constitute an _____.

- A) Help desk B) Internal Committee (IC).
C) Employees D) Police Station

Answer: B) Internal Committee (IC).

79. Lakshmi plans to start a beauty parlour. What kind of information should she NOT collect in the Market Scan?

- A) Information on cost of materials for the beauty parlour B) Information on types of customers
C) Information on clothes and shoes D) Information on shop location and rent

Answer: C) Information on clothes and shoes

80. Azim has received a new mail from his teacher. Where can he check the mail received?

- A) Inbox B) Sent
C) Compose D) Draft

Answer: A) Inbox

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

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

Answer: A) Set timer

82. Dislikes are things towards which we have ____?.

- A) Negative emotion B) Positive emotion
C) Likes D) Interests

Answer: A) Negative emotion

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

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

Answer: C) Expectations of the workplace

84. Caring for customers is key to growing your business. What does this mean?

- A) Care for what customers want B) Care for keys
C) Care for customers at their home D) Care for customers when they are sick

Answer: A) Care for what customers want

85. What are the duties of an entrepreneur?

- A) All of these B) Talking to customers
C) Managing finances and budgets D) Managing the business

Answer: A) All of these

86. Which of the following is true about stress? | ಒತ್ತಡದ ಬಗ್ಗೆ ಈ ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ನಿಜ?

- A) All of the above | ಮೇಲಿನ ಎಲ್ಲವೂ B) Stress cannot be controlled | ಒತ್ತಡವನ್ನು ನಿಯಂತ್ರಿಸಲಾಗುವುದಿಲ್ಲ
C) Stress can be managed | ಒತ್ತಡವನ್ನು ನಿಭಾಯಿಸಬಹುದು D) Stress can not be decreased | ಒತ್ತಡವನ್ನು ಕಡಿಮೆ ಮಾಡಲು ಸಾಧ್ಯವಿಲ್ಲ

Answer: C) Stress can be managed | ಒತ್ತಡವನ್ನು ನಿಭಾಯಿಸಬಹುದು

87. Nisha loves cooking and she is good at dancing. Her ability is ____.

- A) Singing B) Dancing
C) Cooking D) Painting

Answer: B) Dancing

88. Ramesh wanted to collect 50 stamps in 6 months. So, he started by collecting two stamps every week. This is a _____ goal.

- A) Long-term B) Life-time
C) Short-term D) Unrealistic

Answer: C) Short-term

89. A person with a growth mindset is always willing to _____. | ಬೆಳವಣಿಗೆಯ ಮನಸ್ಸಿ ಹೊಂದಿರುವ ವ್ಯಕ್ತಿಯು ಯಾವಾಗಲೂ _____ ಸಿದ್ಧರಿದ್ದಾರೆ.

- A) keep quiet | ಮೌನವಾಗಿರಿ B) relax | ವಿಶ್ರಾಂತಿ
C) become rich | ಶ್ರೀಮಂತರಾಗುತ್ತಾರೆ D) grow, change, learn | ಬೆಳೆಯಿರಿ, ಬದಲಿಸಿ, ಕಲಿಯಿರಿ

Answer: D) grow, change, learn | ಬೆಳೆಯಿರಿ, ಬದಲಿಸಿ, ಕಲಿಯಿರಿ

90. Clear communication leads to ____.

- A) Slow work B) Opposite work
C) Different work D) Faster work

Answer: D) Faster work

91. Wahid wants to register his product under a trademark. What is the benefit of getting a trademark for your product?

- A) No one else can use the same product name B) He can take many loans and not repay
C) He can sell it at higher rate D) He will get a lot of success

Answer: A) No one else can use the same product name

92. Tapsi is at a clothes shop to buy a gift for her friend. She can't decide which clothes to pick. How can the salesperson help Tapsi?

- A) By asking open questions B) By asking open, probing and closed questions
C) By asking probing questions D) By asking closed questions

Answer: B) By asking open, probing and closed questions

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

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

Answer: B) fake

94. Online banking is also called ____.

- A) Net banking B) Self banking
C) Office banking D) Home banking

Answer: A) Net banking

95. Ram wants to use the Wi-Fi connection. What should he do?

- A) Do not connect to any Wifi network that needs a password. It may not be safe. B) Connect to any WiFi network available
C) Connect to any WiFi network shared by a stranger. D) Connect to a Wi-Fi network he is familiar with

Answer: D) Connect to a Wi-Fi network he is familiar with

96. 'It is going to be a sunny day tomorrow'. The action in this sentence is in _____ tense.

- A) Date B) Past
C) Day D) Future

Answer: D) Future

97. Priya wants to apply for her Aadhaar Card as its an important document to be submitted while joining a new job. Which of the following government portals will be helpful for her?

- A) [http://www . india.gov.in/](http://www.india.gov.in/) B) All of these
C) [https:// myaadhaar.uidai. gov.in](https://myaadhaar.uidai.gov.in) D) <http://www . swayam.gov.in/>

Answer: C) [https:// myaadhaar.uidai. gov.in](https://myaadhaar.uidai.gov.in)

98. Add comma wherever it is necessary. After the meeting we will go out.

- A) After the meeting, we will go out. B) After, the meeting, we will go out.
C) After the, meeting we will go, out. D) After the meeting we will go out.

Answer: A) After the meeting, we will go out.

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

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

Answer: A) Performance

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

- A) Swiggy (food delivery app) B) Flipkart (product selling app)

- C) Urban Company (home cleaning & repair services) D) Myntra (Shopping app)

Answer: A) Swiggy (food delivery app)

101. A person who works with us is called a__?.

- A) Relative B) Coworker
C) Family D) Friend

Answer: B) Coworker

102. Vinod met his new manager at his workplace. He had to _____ himself first.

- A) Appreciate B) Introduce
C) Praise D) Thank

Answer: B) Introduce

103. Rajesh does not know how to connect to earphones using Bluetooth. What should he do?

- A) Purchase new earphones B) Use Google search
C) Throw away the earphones D) Sell the earphones

Answer: B) Use Google search

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

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

Answer: B) Ctrl+B

105. India is a Sovereign country. That means it can make its own_____.

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

Answer: C) Rules and Decisions

106. Customers' needs can be understood through _____.

- A) Customer Survey B) Customer service
C) Selling D) Talking to our family

Answer: A) Customer Survey

107. Vanaja wants to save her excel workbook. How can she do it?

- A) By writing it B) By deleting it
C) By pressing Ctrl and S on the keyboard D) By closing the sheet

Answer: C) By pressing Ctrl and S on the keyboard

108. To grow yourself you must _____. | ನೀವೇ ಬೆಳೆಯಲು ನೀವು ಮಾಡಬೇಕು _____

- A) know your office | ನಿಮ್ಮ ಕಛೇರಿ ತಿಳಿದಿದೆ B) know your country | ನಿಮ್ಮ ದೇಶವನ್ನು ತಿಳಿಯಿರಿ

C) know your institute | ನಿಮ್ಮ ಸಂಸ್ಥೆಯನ್ನು ತಿಳಿಯಿರಿ
D) know yourself | ನಿನ್ನನ್ನು ನೀನು ತಿಳಿಯಿರಿ

Answer: D) know yourself | ನಿನ್ನನ್ನು ನೀನು ತಿಳಿಯಿರಿ

109. A customer who buys a product for the first time is a__?.

- A) New customer
B) Bargaining customer
C) Researching customer
D) Vendor

Answer: A) New customer

110. Even though Roopa is highly efficient at her job, her manager gives most of the field/travel related projects to Ramesh. This can be an example of_____?

- A) Trust
B) Equality
C) Diversity
D) Stereotype

Answer: D) Stereotype

111. Unique Selling Proposition or USP of a business plan refers to_____.

- A) A new customer for the business
B) A special budget for the business
C) A special or different idea for a business
D) An old business is updated

Answer: C) A special or different idea for a business

112. A hotel asked its customer's to fill customer satisfaction survey. What are they trying to do?

- A) Promote their hotel
B) Collect customer feedback
C) Advertise their hotel
D) Sell more hotels

Answer: B) Collect customer feedback

113. What is the shortcut key to save a file?

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

Answer: C) Ctrl+S

114. Verbal communication is the use of _____.

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

Answer: B) Words

115. Which of the following tasks can be done using the internet?

- A) Learning new skills
B) Finding Information about job openings
C) All of these
D) Create a digital resume and forward it to different companies

Answer: C) All of these

116. _____is at the top of the MS Word screen.

- A) Taskbar
B) Space Bar

C) Scroll bar

D) Menu Bar

Answer: D) Menu Bar

117. Prem wants to start a shop. He can apply for _____ loan to have benefits.

- A) MUDRA
B) Car
C) Home
D) Education

Answer: A) MUDRA

118. Activities that one is good at and can do well are called _____.

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

Answer: D) Abilities

119. Neena is born as a differently-abled person. Her teachers must treat her _____.

- A) Equally with care
B) Rudely
C) Strictly
D) Unfairly

Answer: A) Equally with care

120. When is capital letter used? | ದೊಡ್ಡ ಅಕ್ಷರವನ್ನು ಯಾವಾಗ ಬಳಸಲಾಗುತ್ತದೆ?

- A) Beginning of a sentence | ಒಂದು ವಾಕ್ಯದ ಆರಂಭ
B) All the above | ಮೇಲಿನ ಎಲ್ಲಾ
C) Names of persons | ವ್ಯಕ್ತಿಗಳ ಹೆಸರುಗಳು
D) Names of places | ಸ್ಥಳಗಳ ಹೆಸರುಗಳು

Answer: B) All the above | ಮೇಲಿನ ಎಲ್ಲಾ

121. Which of the following websites is helpful to learn new languages for free?

- A) Codecademy
B) LinkedIn
C) Duolingo
D) All of these

Answer: C) Duolingo

122. When talking to our co-workers, we should not stand or sit _____ to them.

- A) too close
B) opposite
C) next to
D) In front of

Answer: A) too close

123. Nithya aims to achieve a score of 75% in her 10th-grade exams by the end of the academic year. This is a _____goal.

- A) Great
B) STAR
C) Life-time
D) SMART

Answer: D) SMART

124. If you work in a large & popular company, what type of information is good to share about the workplace?

- A) Name of the workplace alone
B) Type of job & Company name
C) None of these
D) Location

Answer: B) Type of job & Company name

125. Latha's uncle works at the company where she has applied for a job. He offered to refer her for the position. What type of cover letter should Latha write to increase her chances of being considered for the job?

- A) Letter of absence
B) Leave letter
C) Letter of interest
D) Referral Cover Letter

Answer: D) Referral Cover Letter

126. Ram is answering an interview question about his previous workplace. He didn't like his teammates. They argued a lot. Should he share this with the interviewer?

- A) No, he should avoid speaking negatively about his teammates.
B) Yes, he should discuss all the arguments in detail.
C) Yes, he should blame his team-mates for all the problems.
D) Yes, why not!

Answer: A) No, he should avoid speaking negatively about his teammates.

127. _____ is major changes takes place in manufacturing. | _____ ತಯಾರಿಕೆಯಲ್ಲಿ ಪ್ರಮುಖ ಬದಲಾವಣೆಗಳು ನಡೆಯುತ್ತವೆ.

- A) Food revolution | ಆಹಾರ ಕ್ರಾಂತಿ
B) Water revolution | ಜಲ ಕ್ರಾಂತಿ
C) Industry revolution | ಕೈಗಾರಿಕಾ ಕ್ರಾಂತಿ
D) Green revolution | ಹಸಿರು ಕ್ರಾಂತಿ

Answer: C) Industry revolution | ಕೈಗಾರಿಕಾ ಕ್ರಾಂತಿ

128. Singular naming words are used when _____ person, place or thing is present.

- A) One
B) More
C) Many
D) Few

Answer: A) One

129. A _____ is a short and effective presentation to describe the business.

- A) Return on Investment
B) Business Pitch
C) Customer Analysis
D) Communication

Answer: B) Business Pitch

130. We need an _____ and a search engine to access the information on the web.

- A) Mouse
B) Key board
C) Internet connection
D) Data cable

Answer: C) Internet connection

131. The _____ is what or whom a sentence is about.

- A) Verb
B) Object
C) Predicate
D) Subject

Answer: D) Subject

132. Maya wants to find the capital of Germany, Which of the following search engines can she use to find the information?

- A) All of these
B) Google
C) Yahoo
D) Bing

Answer: A) All of these

133. Arya has joined a new company. They want him to open a _____ so that they can credit his salary.

- A) Recurring deposit
B) Salary account
C) Current account
D) Fixed deposit

Answer: B) Salary account

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

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

Answer: C) Salary expectations

135. Kirti attended a guest lecture. How can she use her mobile phone to understand the difficult words?

- A) Use a dictionary app
B) Cosmetics store app
C) Grocery app
D) Shopping app

Answer: A) Use a dictionary app

136. Where is the power button located on a desktop computer?

- A) On the Keyboard
B) On the Speaker
C) On the Mouse
D) On the CPU

Answer: D) On the CPU

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

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

Answer: A) Tablet

138. Paul just got hired and received his employment letter. He is supposed to read it carefully and sign as it is a _____?

- A) Certificate
B) Legal binding document
C) Poster
D) Marks card

Answer: B) Legal binding document

139. _____ website can be used to find information on schemes and initiatives across all sectors, from tourism to employment to agriculture.

- A) [http://www . education.gov. in/](http://www.education.gov.in/)
B) [http://www . swayam.gov.in/](http://www.swayam.gov.in/)

C) [http://www . india.gov.in](http://www.india.gov.in) D) [http: /www . igod.gov.in](http://www.igod.gov.in)

Answer: D) [http: /www . igod.gov.in](http://www.igod.gov.in)

140. Ram was asked to measure his cupboard. It was 4 feet tall. Here feet means ____.

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

Answer: A) Measurement

141. The way we interact, manage and deal with our external environment is known as ____skills.

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

Answer: A) Behavioural

142. When you are interested in working for a company, you will write _____letter

- A) a Referral B) a Prospecting
C) an Application D) a Leave

Answer: B) a Prospecting

143. Trisha entered a number in E column and row 5. What is the name of that cell?

- A) 5 B) E5
C) E D) E1

Answer: B) E5

144. A person who buys a product is a ____.

- A) Customer B) Student
C) Servicer D) Seller

Answer: A) Customer

145. Which of the following is the most common operating system?

- A) Windows B) Printer
C) MS Office D) Router

Answer: A) Windows

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

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

Answer: B) Basic computer skills

147. Whenever we are communicating we have to be dressed appropriately, maintain our body language and maintain ____?.

- A) a very loud volume B) silence
C) eye contact D) make up

Answer: C) eye contact

148. Which of the following should be avoided while facing

an interview?

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

Answer: D) Use mobile

149. Radha wants to use social media for her professional growth. She could join groups according to her ____.

- A) career or subject interests B) age
C) mood D) qualification

Answer: A) career or subject interests

150. Shaheen wants good chefs to work in her hotel. What is an effective way to hire them?

- A) By reaching out other hotel staffs B) By advertising the job
C) None of these D) By asking his relatives

Answer: B) By advertising the job

151. Effective communication needs to be -

- A) Complete B) Clear
C) Simple D) All of these

Answer: D) All of these

152. It is not good to forward _____on social media.

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

Answer: C) fake news

153. Ram works as a fitter in a company. He wants to upgrade his trade skills and employability skills in his free time. What should he do?

- A) Find courses: online or offline B) Quit job
C) Watch news D) Play sports

Answer: A) Find courses: online or offline

154. When a person deposits a fixed sum of money every over a fixed period of time, it is a _____ account.

- A) Saving Account B) Fixed Deposit
C) Recurring Deposit D) Current Account

Answer: C) Recurring Deposit

155. What happens when we use this function? =SUM(B4:G4)

- A) The number from B4 will be copied B) The number in B4 is deleted
C) The numbers in cells from B4 to G4 are added D) The number from G4 will be copied

Answer: C) The numbers in cells from B4 to G4 are added

156. 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

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

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

Answer: B) Plumbers

158. Tom tries to read the name boards, advertisements and posters that are in English. This helps him to_____.

- A) Improve his English B) Play
C) See D) Friends

Answer: A) Improve his English

159. Which of the following are the ways to connect your device to the internet?

- A) Use a mouse B) Use bluetooth
C) Use a printer D) Using a wifi or mobile data connection

Answer: D) Using a wifi or mobile data connection

160. A _____is a document with complete strategy for the business.

- A) Business plan B) Action Plan
C) Strategy Report D) Stakeholder Report

Answer: A) Business plan

161. _____is the software that is put in a computer so that one can use it.

- A) Operating System B) Settings
C) Software D) App Store

Answer: A) Operating System

162. Marketing helps the customer to learn about

- A) Availability B) All of these
C) Special Discounts D) Price

Answer: B) All of these

163. People who are born in one sex, but they know that they belong to another sex are_____?

- A) Males B) Stereotypical
C) Females D) Transpersons

Answer: D) Transpersons

164. While creating a Gmail account 'Create an account for myself' option will be chosen to _____.

- A) None of these B) Create a bussiness account
C) Create a company account D) Create a Personal account

Answer: D) Create a Personal account

165. _____ is a belief/idea which may not be true.

- A) Sex B) Gender
C) Stereotype D) Feminine

Answer: C) Stereotype

166. Geetha wants to start a tailoring shop (boutique). Her trainer asked her to do a market scan. Geetha should do the market scan of _____?.

- A) Restaurants B) Tailoring shops
C) Packaging companies D) Beauty Parlours

Answer: B) Tailoring shops

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

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

Answer: B) Business plan

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

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

Answer: B) Do not lose focus from her goals

169. Online portal set up by the government to make any government related complaints is _____.

- A) Public information portal B) Public informing portal
C) Public grievances portal D) Place grievances portal

Answer: C) Public grievances portal

170. Naming words are also called ____?.

- A) Action B) Pronouns
C) Nouns D) Verbs

Answer: C) Nouns

171. When you ask someone something it is _____.

- A) Blank B) Response
C) Answer D) Question

Answer: D) Question

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

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

Answer: C) Performance

173. A _____is something you really want in life. You plan and take the right actions to make it happen.

- A) Goal B) Dream

- C) Desire D) None of these

Answer: A) Goal

174. Which among these is NOT a digital wallet?

- A) PhonePe B) MobiKwik
C) Paytm D) Internet explorer

Answer: D) Internet explorer

175. Loyal Customers are those who _____.

- A) Ask for more discount B) Buy a product/a service for the first time
C) Hate the shop D) Keep coming back to the same shop

Answer: D) Keep coming back to the same shop

176. Internet is the best place to be a_____.

- A) Life long learner B) Self learner
C) Continuous learner D) All of these

Answer: D) All of these

177. ___greetings are used while speaking to friends and family.

- A) Due B) Informal
C) Formal D) No

Answer: B) Informal

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

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

Answer: D) Responsible Citizen

179. James had to meet his team members Suraj, Reena and Nagma on Friday. James called Suraj and Reena. But he did not inform Nagma. This is an example of_____.

- A) Typing error B) Poor communication
C) Poor listening D) Stress

Answer: B) Poor communication

180. Preeti is renting a kitchen to run a Paratha Shop, The rent of the kitchen is ____cost?

- A) Total B) Admin
C) Fixed D) Variable

Answer: C) Fixed

181. Choosing between two or more options is known as_____process.

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

Answer: D) Decision-making

182. 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

183. Rita talks to her customers. But she is unable to understand what they say. What should she do?

- A) Stop talking to them B) Fight with customers
C) Stop her business D) Improve her listening skills

Answer: D) Improve her listening skills

184. Effective communication is to both _____.

- A) speak well B) see well
C) learn well D) speak and listen well

Answer: D) speak and listen well

185. Goals are of 2 types _____. | ಗುರಿಗಳು 2 ವಿಧಗಳಾಗಿವೆ

- A) fixed-term and non-fixed term goals | ಸ್ಥಿರ- ಅವಧಿಯ ಮತ್ತು ಸ್ಥಿರವಲ್ಲದ ಅವಧಿಯ ಗುರಿಗಳು
B) long-term and short-term goals | ದೀರ್ಘಕಾಲೀನ ಮತ್ತು ಅಲ್ಪಾವಧಿಯ ಗುರಿಗಳು
C) good and bad goals | ಒಳ್ಳೆಯ ಮತ್ತು ಕೆಟ್ಟ ಗುರಿಗಳು
D) rich and poor goals | ಶ್ರೀಮಂತ ಮತ್ತು ಕಳಪೆ ಗುರಿಗಳು

Answer: B) long-term and short-term goals | ದೀರ್ಘಕಾಲೀನ ಮತ್ತು ಅಲ್ಪಾವಧಿಯ ಗುರಿಗಳು

186. You are scared to communicate with others. What are some ways to solve this problem?

- A) Find your strengths about communication
B) Find ways to improve & learn more about your weakness
C) All of these
D) Find your weakness about communication

Answer: C) All of these

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

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

Answer: D) Global warming

188. 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) Think about what happened in a systematic way
C) Stay positive to learn from failure
D) Don't give-up and try again

Answer: A) All of these

189. Vinay visited the dentist because he was suffering from tooth ache. Dentist treats our teeth problems. In this sentence, which is the plural word?

- A) Dentist B) Teeth
C) Vinay D) Tooth

Answer: B) Teeth

190. Tom received a letter, but it did not have any details of who sent it. The letter was missing the _____?address.

- A) Greetings B) Receiver?s
C) Subject D) Sender?s

Answer: D) Sender?s

191. Yash bought a bag which had recycle symbol. What should he do when the bag is old?

- A) Put it in soil B) Should dispose it in recyclable items
C) Throw it in the river D) Burn

Answer: B) Should dispose it in recyclable items

192. An activity that stops or reduces stress is called a stress buster. Which of the following according to you is not a stress buster? | ಒತ್ತಡವನ್ನು ನಿಲ್ಲಿಸುವ ಅಥವಾ ಕಡಿಮೆ ಮಾಡುವ ಚಟುವಟಿಕೆಯನ್ನು ಒತ್ತಡ ಬಸ್ಟರ್ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ. ನಿಮ್ಮ ಪ್ರಕಾರ ಈ ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ಸ್ಟ್ರೆಸ್ ಬಸ್ಟರ್ ಅಲ್ಲ ?

- A) Gardening | ತೋಟಗಾರಿಕೆ B) Going to bed on time | ಸಮಯಕ್ಕೆ ಸರಿಯಾಗಿ ಮಲಗುವುದು.
C) Listening to music | ಹಾಡು ಕೇಳುತ್ತಿದ್ದೇನೆ D) Spending long hours thinking about the problem | ಸಮಸ್ಯೆಯ ಬಗ್ಗೆ ದೀರ್ಘಕಾಲ ಯೋಚಿಸುವುದು.

Answer: D) Spending long hours thinking about the problem | ಸಮಸ್ಯೆಯ ಬಗ್ಗೆ ದೀರ್ಘಕಾಲ ಯೋಚಿಸುವುದು.

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

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

Answer: C) Right against exploitation

194. Which of the following can be done using Excel?

- A) Save the document B) Make complicated calculations with numbers
C) Print the document D) All of these

Answer: D) All of these

195. Fill in the blank with present progressive tense of the verb. "The train _____ through the tunnel". | ತ್ರಿಯಾಪದದ ಪ್ರಸ್ತುತ ಪ್ರಗತಿಶೀಲ ಉದ್ಧಿಗ್ತೆಯೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. "The train _____ through the tunnel"

- A) passed B) had passed

- C) was passing D) is passing

Answer: D) is passing

196. A good business idea should be_____.

- A) a short term plan B) very common
C) very expensive to start a business D) unique, sustainable & low on investment

Answer: D) unique, sustainable & low on investment

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

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

Answer: C) Freshersworld

198. 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) Bad
C) Good D) Never

Answer: B) Bad

199. Which of these is an informal greeting?

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

Answer: A) Hey

200. What is the service given to the customer before, during or after a purchase called?

- A) Customer service B) Management Service
C) Auto Service D) None of these

Answer: A) Customer service

201. Describing words add more information to the ___?

- A) Sad B) Numbers
C) Naming words D) Bad

Answer: C) Naming words

202. In which of the following tasks, do we need digital literacy?

- A) Finding information online B) Creating a Resume
C) All of these D) Communication through emails

Answer: C) All of these

203. Ridhima wants to post something on her social media. What should she do to stay safe on social media?

- A) All of these B) Avoid sharing locations
C) Avoid sharing address D) Avoid sharing any password

Answer: A) All of these

204. During an industry visit, an important thing to observe is _____?.

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

Answer: C) Behaviour of workers

205. A good business idea for a young or new entrepreneur should be sustainable. This means _____.

- A) It has many details
- B) It has budget
- C) It is easy to use
- D) It is planned for the present and future business growth

Answer: D) It is planned for the present and future business growth

206. Bindu receives a call from JJ company promoting a discount sale. She couldn't clearly hear the details. How is she supposed to ask the person to repeat the information?

- A) What is it?
- B) Could you please repeat?
- C) Speak loud
- D) I don't know

Answer: B) Could you please repeat?

207. _____ is a profile that can show your education qualifications, your skills and your experience.

- A) Telegram
- B) Google mail
- C) LinkedIn
- D) WhatsApp

Answer: C) LinkedIn

208. Job title is the name of _____.

- A) Summary
- B) Company name
- C) Role you join
- D) Company Job

Answer: C) Role you join

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

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

Answer: C) By sharing knowledge and professional guidance

210. Raj and Tej talk to each other only on the phone. What type of communication is this?

- A) Verbal Communication
- B) Sign communication
- C) Written communication
- D) Non-Verbal Communication

Answer: A) Verbal Communication

211. Which is NOT a proper way to collect data about a career?

- A) Career guidance agencies
- B) News papers
- C) Career magazines
- D) Listening to gossips

Answer: D) Listening to gossips

212. Emotions can be expressed through your _____.

- A) Weight
- B) Situation
- C) Voice
- D) Height

Answer: C) Voice

213. What happens when we use this function?

=AVERAGE(B4:G4)

- A) The number in B4 is deleted
- B) The number from B4 will be copied
- C) The number from G4 will be copied
- D) The average of numbers in cells from B4 to G4 is calculated

Answer: D) The average of numbers in cells from B4 to G4 is calculated

214. Prem has completed his fashion design course. Which of the following he must consider when choosing a career path?

- A) Demands
- B) Ability
- C) Trends
- D) All of these

Answer: D) All of these

215. Words that are used to name people, places, animals and things are _____.

- A) Key
- B) Table
- C) Person
- D) Naming words

Answer: D) Naming words

216. What can be the source of information for a market scan?

- A) Alumni
- B) Industry visits
- C) Internet
- D) All of these

Answer: D) All of these

217. 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) Complain
- C) Throw it
- D) Identify the problem

Answer: D) Identify the problem

218. The _____ is a few words that quickly tell what the email is about.

- A) ID
- B) Compose
- C) Subject
- D) Inbox

Answer: C) Subject

219. We can use _____ to do mobile banking on a smartphone.

- A) Passbook
- B) Gaming app
- C) Mobile banking app
- D) Weather app

Answer: C) Mobile banking app

220. We can learn English by ____?.

- A) None of these B) Reading newspaper
C) Cooking D) Playing

Answer: B) Reading newspaper

221. What is the full form of NAPS?

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

Answer: A) National Apprenticeship Promotion Scheme

222. An occupation undertaken for a long period and with opportunities for progress is called

- A) Career B) Work
C) Hobby D) Job

Answer: A) Career

223. Kim fell from her bike yesterday. The action in the sentence is in _____? tense.

- A) Present B) Future
C) Clear D) Past

Answer: D) Past

224. Receiver is a person who ____ the call.

- A) Blocks B) Receives
C) Rejects D) Dials

Answer: B) Receives

225. Question always end with a ____?.

- A) Exclamation mark ! B) Question mark ?
C) Full stop . D) Comma ,

Answer: B) Question mark ?

226. Using Internet is easy if we learn ____?.

- A) Maths B) English
C) Sports D) Science

Answer: B) English

227. The government collects ____ from the citizens.

- A) Loan B) Conveyance
C) Deductions D) Tax

Answer: D) Tax

228. ____ is called the library of internet.

- A) Hardware B) Mouse
C) Search Engine D) Software

Answer: C) Search Engine

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

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

Answer: D) Bread factory

230. People can hear the emotions and see our facial expression when we ____.

- A) Speak B) Taste
C) See D) Listen

Answer: A) Speak

231. Fill in the blank with correct future tense of verb. "We _____ to the zoo after Breakfast ". | ಭವಿಷ್ಯದ ಭವಿಷ್ಯದ

ಕ್ರಿಯಾಪದದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. "We _____ to the zoo after Breakfast "

- A) went B) will go
C) are going D) had gone

Answer: B) will go

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

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

Answer: D) All of these

233. Money put aside for a big expense many years from now is ____ savings.

- A) Goal B) Short term
C) Long term D) Emergency

Answer: C) Long term

234. What are the advantages of time management?

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

Answer: D) All of these

235. A person who hires other people for their business is an _____.

- A) Self -Employed B) Employee
C) Entrepreneur D) Employer

Answer: C) Entrepreneur

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

- A) Movies B) Groceries
C) Clothes D) House rent

Answer: A) Movies

237. Select the example of a product from the options.

- A) Parlour service
C) Shirt

- B) Home painting
D) Bike repair

Answer: C) Shirt

238. Which of the following could be possible reasons for gender based discrimination?

- A) All of these
C) Lack of Education
- B) Social Norms
D) Lack of Awareness

Answer: A) All of these

239. ___questions give clear indication of the information the person wants to know.

- A) Yes or No
C) No
- B) Wh-
D) Closed questions

Answer: B) Wh-

240. Vidya is single-handedly selling homemade pickles to her neighbors. Vidya is a/an_____.

- A) Seller
C) Self-employed person
- B) Distributor
D) Entrepreneur

Answer: C) Self-employed person

241. A _____is a square, black and white code that you can scan with the camera and use.

- A) QR Code
C) OTP
- B) User ID
D) Password

Answer: A) QR Code

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

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

Answer: A) 14

243. Which of these should be considered while making decisions? | ನಿರ್ಧಾರಗಳನ್ನು ತೆಗೆದುಕೊಳ್ಳುವಾಗ ಇವುಗಳಲ್ಲಿ ಯಾವುದನ್ನು ಪರಿಗಣಿಸಬೇಕು?

- A) Your personal priorities | ನಿಮ್ಮ ವೈಯಕ್ತಿಕ ಆದ್ಯತೆಗಳು
C) Your mood | ನಿಮ್ಮ ಮನಸ್ಥಿತಿ
- B) The choices of your friends | ನಿಮ್ಮ ಸ್ನೇಹಿತರ ಆಯ್ಕೆಗಳು
D) The rules of your community | ನಿಮ್ಮ ಸಮುದಾಯದ ನಿಯಮಗಳು

Answer: A) Your personal priorities | ನಿಮ್ಮ ವೈಯಕ್ತಿಕ ಆದ್ಯತೆಗಳು

244. At workplace, communication must follow the _____.

- A) Text
C) 6Cs
- B) Close
D) Ideas

Answer: C) 6Cs

245. A child was working in the computer lab which had many computers. The word 'computers' is in the_____form.

- A) Maximum
C) Plural

- B) Minimum
D) Less

Answer: C) Plural

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

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

Answer: A) Water Pollution

247. Everything that we do outside work is _____.

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

Answer: A) Personal life

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

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

Answer: A) Conflict resolution

249. An Entrepreneur can help the society by_____.

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

Answer: D) Creating job opportunities

250. Laws related to activities on the internet are called _____.

- A) Labour laws
C) Cyber laws
- B) Environment protection laws
D) Criminal laws

Answer: C) Cyber laws

251. _____is the money we invest in producing a product or service.

- A) Business revenue
C) Product Cost
- B) Product Price
D) Business Pitch

Answer: C) Product Cost

252. Amira wants to underline the title of her document. Which shortcut key should she use?

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

Answer: A) Ctrl+U

253. Each new page in the excel worksheet is called a_____.

- A) Cell
C) Sheet
- B) Column
D) Row

Answer: C) Sheet

254. Deductions should be paid from the ____.

- A) Net Salary B) Basic Salary
C) Earnings D) Gross salary

Answer: D) Gross salary

255. The safe search tool can be switched on and off for any search engine by changing the ____.

- A) Web page B) View Mode
C) Computer/ Device D) Settings

Answer: D) Settings

256. Sudha buys vegetables from Karthik's shop. She is happy with the quality and prices. She can help Karthik's business improve by ____.

- A) Watching the shop B) Buying vegetables from other shop
C) Sharing good words about the shop D) Hating Karthik

Answer: C) Sharing good words about the shop

257. Who can be in your professional network?

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

Answer: A) All of these

258. Which are the two skills needed for good career growth?

- A) Traveling & Shopping B) Technical Skills & Employability Skills
C) Playing video games & cooking skills D) Watching TV & Making friends

Answer: B) Technical Skills & Employability Skills

259. Fill in the blank with proper interrogative adjective.

_____ are you going | ಸರಿಯಾದ ಪ್ರಶ್ನಾರ್ಹ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ. _____ are you going?

- A) Which B) What
C) Who D) Where

Answer: D) Where

260. Why is personal grooming important?

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

Answer: C) All of these

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

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

Answer: C) Gratitude

262. When you greet higher official's such as Teacher, Instructor or Supervisor, you should use _____. | ಶಿಕ್ಷಕ, ಬೋಧಕ ಅಥವಾ ಮೇಲ್ವಿಚಾರಕನಂತಹ ಉನ್ನತ ಅಧಿಕಾರಿಗಳನ್ನು ನೀವು ಸ್ವಾಗತಿಸಿದಾಗ, ನೀವು _____ ಅನ್ನು ಬಳಸಬೇಕು

- A) Hey B) Hi
C) Hello D) Good morning

Answer: D) Good morning

263. Which one of the following is a describing word? | ಕೆಳಗಿನವುಗಳಲ್ಲಿ ಯಾವುದು ವಿವರಿಸುವ ಪದವಾಗಿದೆ?

- A) Eat | ತಿನ್ನು B) Hot | ಬಿಸಿ
C) Soup | ಸೂಪ್ D) Repair | ದುರಸ್ತಿ

Answer: B) Hot | ಬಿಸಿ

264. Alexa is a ____ assistant.

- A) Home Assistant B) Office Assistant
C) Digital voice controlled D) None of these

Answer: C) Digital voice controlled

265. Fill in the blank with suitable place preposition. "My house is _____ the third floor". | ಸೂಕ್ತವಾದ ಸ್ಥಳ ಪೂರ್ವಭಾವಿ ಸ್ಥಾನದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿ. "My house is _____ the third floor"

- A) in B) on
C) under D) at

Answer: B) on

266. Physical body and the sexual organs that we are born with refers to person's ____?.

- A) Biodata B) Gender
C) Age D) Sex

Answer: D) Sex

267. Which of the following are ways to conduct a digital transaction?

- A) Credit Card B) Digital Wallet
C) All of these D) UPI Payment

Answer: C) All of these

268. We start communicating when we are _____.

- A) Adults B) Parents
C) Old D) Children

Answer: D) Children

269. Ram wants to start his own business. He is considering two options - opening an audio cassette shop or starting an online retail business. Which of these options would you suggest?

- A) Anything is fine B) Online retail
C) Audio cassette shop D) Video rental store

Answer: B) Online retail

270. You can speak to your friend_____.

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

Answer: A) Informally

271. Pawan operates a small AC service business with three employees, offering AC installation and repair. Over the next five years, he plans to expand the business to another city. Pawan is a / an_____.

- A) Entrepreneur B) Intern
C) Self-employed person D) Contractor

Answer: A) Entrepreneur

272. Fill in the blank with suitable adjective for the given sentence "The little girl's _____ eyes revealed her mischief". | ಕೊಟ್ಟಿರುವ ವಾಕ್ಯಕ್ಕೆ ಸೂಕ್ತವಾದ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿರಿ "The little girl's _____ eyes revealed her mischief"

- A) short sighted B) twinkling
C) weak D) chubby

Answer: B) twinkling

273. Priya wants to purchase a bike. Which loan should she apply for?

- A) Education loan B) Auto loan
C) Personal loan D) Home loan

Answer: B) Auto loan

274. Sharing will help everyone feel involved and _____.

- A) Close B) Motivated
C) Happy D) Sad

Answer: B) Motivated

275. Net banking is done on a computer through a_____.

- A) Friend B) Relative
C) Cashier D) Bank website

Answer: D) Bank website

276. Why is it important to use selling techniques?

- A) To connect with customers & make sure they make a purchase
B) To look confident
C) To have fun
D) To make friends with customers

Answer: A) To connect with customers & make sure they make a purchase

277. Re-arrange the following set of words into meaningful sentence. "teacher / school / worked / she / a / as" _____.
| ಕೆಳಗಿನ ಪದಗಳ ಗುಂಪನ್ನು ಅರ್ಥಪೂರ್ಣ ವಾಕ್ಯವಾಗಿ ಮರು ಜೋಡಿಸಿ.
"teacher / school / worked / she / a / as" _____

- A) worked she as a school teacher | ಅವಳು ಶಾಲಾ ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು
B) she teacher worked as a school | ಅವಳು ಶಿಕ್ಷಕ ಶಾಲೆಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು
C) she worked as a school teacher | ಅವಳು ಶಾಲಾ ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು
D) school worked as a she teacher | ಶಾಲೆ ಅವಳು ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು

Answer: C) she worked as a school teacher | ಅವಳು ಶಾಲಾ ಶಿಕ್ಷಕಿಯಾಗಿ ಕೆಲಸ ಮಾಡುತ್ತಿದ್ದಳು

278. During criticism we must remain _____and _____to the person.

- A) calm and listen B) fight and cry
C) happy and joyful D) shout and cry

Answer: A) calm and listen

279. Meena is not comfortable talking to her colleagues in English. This is an example of_____.

- A) Gender barrier B) Caste barrier
C) Communication barrier D) Cultural barrier

Answer: C) Communication barrier

280. Values decide the _____of a person.

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

Answer: A) character

281. Fill in the blank with proper pronoun. "I made this cake _____". | ಸರಿಯಾದ ಸರ್ವನಾಮದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿ. "I made this cake _____"

- A) himself B) itself
C) myself D) yourself

Answer: C) myself

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

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

Answer: B) Grooming

283. Ramesh is working in Chennai. _____likes the office environment.

- A) What B) That
C) He D) It

Answer: C) He

284. The pronoun 'I' is used for _____.

- A) That B) Myself
C) Many D) Other

Answer: B) Myself

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

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

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

286. Forms of verbal communication are ____.

- A) Writing and Speaking
B) Dancing
C) Making eye contact
D) Thinking

Answer: A) Writing and Speaking

287. Values are _____. | ಮೌಲ್ಯಗಳು _____

- A) not punctual | ಸಮಯಪ್ರಜ್ಞೆಯಿಲ್ಲ
B) very costly | ಬಹಳ ದುಬಾರಿ
C) motivates our attitude and action | ನಮ್ಮ ವರ್ತನೆ ಮತ್ತು ಕ್ರಿಯೆಯನ್ನು ಪ್ರೇರೇಪಿಸುತ್ತದೆ
D) all have same value | ಎಲ್ಲಾ ಒಂದೇ ಮೌಲ್ಯವನ್ನು ಹೊಂದಿವೆ

Answer: C) motivates our attitude and action | ನಮ್ಮ ವರ್ತನೆ ಮತ್ತು ಕ್ರಿಯೆಯನ್ನು ಪ್ರೇರೇಪಿಸುತ್ತದೆ

288. Krupa wants to safeguard the information on her system. Which of the following is the correct way to store information safely on a computer?

- A) Always close/ lock your computer when you are not using it
B) Set a strong password for your computer.
C) All of these
D) Save the files with a clear name.

Answer: C) All of these

289. 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

290. Pooja started a food court that was very successful with many customers. After a year, the number of customers decreased. What should Pooja do to solve this problem?

- A) Close the Food court
B) Change her business
C) Change the Cooking Style
D) Collect the Feedback from the Customers

Answer: D) Collect the Feedback from the Customers

291. Geetha has just completed her education. She joined a basic English course to improve her ____ skills.

- A) Communication
B) Problem solving
C) Technical
D) Digital

Answer: A) Communication

292. Siddhu is planning to start his career. He should have ____.

- A) All of these
B) Education
C) Resume
D) Career plan

Answer: A) All of these

293. _____ is a sales technique that aims to market additional products to the customers.

- A) Probing
B) FAB
C) Cross selling
D) Lying

Answer: C) Cross selling

294. Mani is a painter and he buys new brushes and tins for painting. What type of cost it is?

- A) Variable Cost
B) Fixed Cost
C) Total Cost
D) Maintenance

Answer: B) Fixed Cost

295. Green Jobs are important because _____.

- A) they harm the environment
B) they require no skill
C) they help protect the environment
D) they pay more money

Answer: C) they help protect the environment

296. Which of the following is the BEST definition of profit?

- A) The total amount of money a business makes from selling goods or services.
B) The total amount of money a business earns before paying taxes.
C) The money a business owner spends on personal expenses.
D) The revenue or earnings which remain with the business owner, after all the costs are paid.

Answer: D) The revenue or earnings which remain with the business owner, after all the costs are paid.

297. Job search engines are also called _____.

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

Answer: C) Job portals

298. How should you respond to constructive feedback from someone?

- A) Feel nervous
B) Ignore the feedback
C) Argue with the person
D) Listen and understand

Answer: D) Listen and understand

299. A formal letter can be used for _____ purposes.

- A) Friendship
B) Official
C) Boring
D) Fighting

Answer: B) Official

300. Soni is trying to fix the download problem on the laptop. She did not succeed on the first attempt. What should

she do?

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

Answer: B) Try another way

301. Hard skill _____. | ಕಠಿಣ ಕೌಶಲ್ಯ _____

- A) spoken english | ಇಂಗ್ಲೀಷ್ ಮಾತನಾಡುವ B) 60 WPM typing speed | 60 WPM ಟೈಪಿಂಗ್ ವೇಗ
C) quick learner | ತ್ವರಿತ ಕಲಿಯುವವ D) time management | ಸಮಯ ನಿರ್ವಹಣೆ

Answer: B) 60 WPM typing speed | 60 WPM ಟೈಪಿಂಗ್ ವೇಗ

302. Shyna wants to start a masala powder business. She is presenting a business pitch to the bank manager. How long should her business pitch be?

- A) 1 min B) 2 to 3 mins
C) 10 mins D) 15 mins

Answer: B) 2 to 3 mins

303. Sahil is giving festival offers, free samples and price discounts at the opening of his business. This is called _____.

- A) Market scan B) Selling
C) Promotion D) Packaging

Answer: C) Promotion

304. Seema plans to open a hotel and has applied for a MUDRA Loan. What must she submit as part of her loan MUDRA loan application?

- A) Her resume B) A business plan
C) Vacation plan D) An essay

Answer: B) A business plan

305. Workplace is a place where employees from different backgrounds are hired. They work in a safe and respectful environment. This is an example of _____.

- A) Bad workplace management B) Discrimination
C) Diversity D) Workplace bullying

Answer: C) Diversity

306. What does a market scan help us do?

- A) Identify different career pathways B) Get better at sports
C) Learn new hobbies D) None of these

Answer: A) Identify different career pathways

307. Shilpa is applying for a job online. She sends her application by email. What is she supposed to mention in the subject line to make it easy for the employer to find her email?

- A) Previous experience B) Shilpa - Age
C) Shilpa - Job Position D) Education qualification

Answer: C) Shilpa - Job Position

308. Sales person tells the customer 'the offer exists today only'. This sales technique is called _____.

- A) Summary close B) Question close
C) Opening technique D) Now or never close

Answer: D) Now or never close

309. You and your coworker, David are going for lunch. David uses a wheelchair. What should you keep in mind when selecting a restaurant?

- A) Selecting the most expensive restaurant B) Choose any restaurant
C) Go alone D) Choose a restaurant with a wheelchair ramp and accessible facilities

Answer: D) Choose a restaurant with a wheelchair ramp and accessible facilities

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

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

Answer: C) All of these

311. Choose the odd word. | odd (ಬೆಸ) ಪದವನ್ನು ಆರಿಸಿ.

- A) sorry B) thanks
C) paper D) please

Answer: C) paper

312. How does Market Scan help with running a business?

- A) Gives an idea about the customers B) Helps in making the business plan
C) All of these D) Helps understand about other similar business

Answer: C) All of these

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

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

Answer: D) Employers

314. ____ is the ministry in the Govt. of India that forms and implements the rules and regulations for enterprises in India.

- A) MSDE B) DGT
C) MSME D) NIMI

Answer: C) MSME

315. ____ jobs help to reduce pollution, preserve the environment and the planet.

A) Hardware

B) Software

C) Green

D) Part-time

Answer: C) Green

316. Khan Academy is the most recommended website for_____.

A) Job search

B) learning a new language for free

C) Online meetings

D) free online material on school subjects like economics, physics, algebra,etc.

Answer: D) free online material on school subjects like economics, physics, algebra,etc.

317. What is mindfulness? | ಸಾವಧಾನತೆ ಎಂದರೇನು?

A) It is the ability to be fully present in a moment | ಇದು ಒಂದು ಕ್ಷಣದಲ್ಲಿ ಸಂಪೂರ್ಣವಾಗಿ ಇರುವ ಸಾಮರ್ಥ್ಯ

B) It is the technique of not minding anything | ಯಾವುದಕ್ಕೂ ತಲೆಕೆಡಿಸಿಕೊಳ್ಳದ ತಂತ್ರವಿದು.

C) It is the word used to describe people who are full of thoughts | ಇದು ಆಲೋಚನೆಗಳಿಂದ ತುಂಬಿರುವ ಜನರನ್ನು ವಿವರಿಸಲು ಬಳಸುವ ಪದವಾಗಿದೆ

D) It is about sharpening your brain | ಇದು ನಿಮ್ಮ ಮೆದುಳನ್ನು ಚುರುಕುಗೊಳಿಸುವುದಾಗಿದೆ

Answer: A) It is the ability to be fully present in a moment | ಇದು ಒಂದು ಕ್ಷಣದಲ್ಲಿ ಸಂಪೂರ್ಣವಾಗಿ ಇರುವ ಸಾಮರ್ಥ್ಯ

318. 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

319. RTI means_____.

A) Right to Insurance

B) Right to Inform

C) Road Transport Institute

D) Right to Information

Answer: D) Right to Information

320. The amount put aside without being spent is ___?.

A) Tax

B) Savings

C) Bill

D) Deductions

Answer: B) Savings

321. Prachi goes to a Government ITI in the morning and then comes to office in a company cab to attend an online meeting with an employer. Which of the following are considered as a workplace?

A) Office space

B) Online meeting

C) Government ITI

D) All of these

Answer: D) All of these

322. Which of the following can be done without the help of

internet?

A) Creating a Digital Resume B) Searching for jobs online

C) Watching videos online D) Painting a wall

Answer: D) Painting a wall

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

A) Short-term

B) Long-term

C) Mid-term

D) Good stress

Answer: B) Long-term

324. Malini is attending her new school today. She introduces herself as _____.

A) Good bye

B) What?s up guys

C) Hello everyone!

D) Longtime everyone

Answer: C) Hello everyone!

325. Saleem needs to talk about digital skills that are required at work. Which of these works needs digital skills?

A) Communicating through emails and chat

B) Creating and editing documents and worksheets

C) All of these

D) Creating and editing worksheets

Answer: C) All of these

326. You want to sell toys. What should you do before starting your business?

A) Design the toys

B) Build a factory

C) Find out what children like

D) Hire salespeople

Answer: C) Find out what children like

327. Indu booked her railway ticket from the website and paid using online banking. What type of transaction is it?

A) Cash Payment

B) Digital transaction

C) Cheque payment

D) Credit

Answer: B) Digital transaction

328. _____ part of a business plan has details of money related details of the whole business.

A) Product Details

B) Business Succession Plan

C) Customer Analysis

D) Costing

Answer: D) Costing

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

A) Strength

B) Leader

C) Belief

D) Value

Answer: A) Strength

330. Choose the correct punctuation mark after the word "Rohan" in the given sentence. "Rohan David and Ram are

playing hide and seek" | ಕೊಟ್ಟಿರುವ ವಾಕ್ಯದಲ್ಲಿ □ರೋಹನ್□ ಪದದ ನಂತರ ಸರಿಯಾದ ವಿರಾಮ ಚಿಹ್ನೆಯನ್ನು ಆರಿಸಿ. □ರೋಹನ್ ಡೇವಿಡ್ ಮತ್ತು ರಾಮ್ ಅಡಗಿಕೊಂಡು ಆಡುತ್ತಿದ್ದಾರೆ□

- A) Comma (,)
C) Slash (/)
- B) Period (.)
D) Hyphen (-)

Answer: A) Comma (,)

331. _____opportunities can also be found during industry visit.

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

Answer: B) Internship

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

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

Answer: A) What are your travel plans?

333. Rahul spends 30 minutes everyday watching news. He writes down few sentences about what is said. What is he trying to do?

- A) Practicing Movements
C) Practicing listening
- B) None of these
D) Practicing News

Answer: C) Practicing listening

334. 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

335. Krish made a typing mistake and wants to go back to the previous sentence. Which option should he use?

- A) Print
C) Save
- B) Undo
D) Cut

Answer: B) Undo

336. Self - Employment means _____.

- A) Freelancing or running a business rather than working for an employer
C) Only focusing on earning profits
- B) Selling food items for an employer
D) Working for an employer at a fixed monthly income

Answer: A) Freelancing or running a business rather than working for an employer

337. Nitya wanted to discuss an issue with her teammates. What type of communication is it?

- A) Image
C) Video
- B) Verbal
D) Written

Answer: B) Verbal

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

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

Answer: A) good relationships

339. What is the most important skill needed to be a successful entrepreneur?

- A) Earning money
C) Having an Entrepreneuria I Mindset
- B) Giving up on failure
D) Expanding markets

Answer: C) Having an Entrepreneuria I Mindset

340. _____is a tool to organize a large amount of data in an easy and understandable way.

- A) Excel
C) Print
- B) Paint
D) Chrome

Answer: A) Excel

341. Radha has learnt how to write a sentence. Which is the subject in this sentence?

- A) Sentence
C) How
- B) Radha
D) Learnt

Answer: B) Radha

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

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

Answer: B) Weakness

343. Pronouns (ex: he, she, her) can be used in the place of _____.

- A) Adjective
C) Spellings
- B) Naming words
D) Verb

Answer: B) Naming words

344. English is a _____language.

- A) Night
C) Day
- B) Evening
D) Common

Answer: D) Common

345. What does CPU stand for?

- A) Central power unit
C) Cutting power unit
- B) Central Processing Unit
D) Cost per unit

Answer: B) Central Processing Unit

346. Which is not a type of non-verbal communication ?

- A) Hand movements B) Facial expression
C) E-mail D) Eye-contact

Answer: C) E-mail

347. Entrepreneurs learn from their success as well as their _____?

- A) Business Pitch B) Failures
C) Friends D) Profit

Answer: B) Failures

348. 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 senior
C) Her younger sister D) A stranger

Answer: B) Her senior

349. Fill in the blank with proper pronoun. "She made this cake _____". | ಸರಿಯಾದ ಸರ್ವನಾಮದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿಸಿ.

"She made this cake _____"

- A) herself B) himself
C) myself D) itself

Answer: A) herself

350. _____ is not a part of a good business plan.

- A) Customer Analysis B) Marketing Strategy
C) Budget D) Weather Report

Answer: D) Weather Report

351. One must choose the career path based on the changing _____.

- A) Interests B) Market demands
C) Cities D) Abilities

Answer: B) Market demands

352. Women and men are often not paid the same salary for the same job. This is known as _____.

- A) Gender pay gap B) Gender gap
C) Nutrition gap D) Learning gap

Answer: A) Gender pay gap

353. I adore? phrase is used to express _____ of something.

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

Answer: A) A strong admiration

354. Avinash needs to know about his transactions from the last month. How can he get these details?

- A) Debit Card B) Credit card
C) Cheque book D) Passbook

Answer: D) Passbook

355. Formal communication is used at _____?

- A) Friend B) Workplace
C) House D) Party

Answer: B) Workplace

356. In India, the number of boys/men who can get education is much higher than girls/women. What type of discrimination is this?

- A) Color discrimination B) Religion based discrimination
C) Gender discrimination D) Age discrimination

Answer: C) Gender discrimination

357. John was travelling by bus to his village. He noted the names of places that he could see on his journey. What are these words called as?

- A) That B) Naming words
C) See D) His

Answer: B) Naming words

358. Which among the following is not a part of 7P's of marketing.

- A) Product B) Packaging
C) Pickles D) Price

Answer: C) Pickles

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

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

Answer: B) Greet the person

360. Jaya used her friend's laptop to log into her bank account. What should she do before giving the laptop back?

- A) Close the website B) Stay logged in
C) Close the laptop D) Log out of her bank account

Answer: D) Log out of her bank account

361. Which of the following is a correct Gmail id?

- A) xyz@ outlook.gmail B) xyz@gmail. com
C) gmail@xyz D) xyz@gmail

Answer: B) xyz@gmail. com

362. Krishna is a teacher, he wants to conduct classes online. Which of these devices can he use?

- A) All of these B) Computer
C) Tablet D) Laptop

Answer: A) All of these

363. Symbols gives us information through _____.

- A) Images B) Colours
C) Words D) Posters

Answer: A) Images

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

- A) 'Web pages' act as internet B) None of these
C) 'Web pages' act as a search engine D) 'Web pages' act as a library

Answer: D) 'Web pages' act as a library

365. We should choose our career based on our ____?.

- A) Disadvantages B) Strengths
C) Weakness D) Workplace

Answer: B) Strengths

366. Which of these is the full form of SWOT? | ಇವುಗಳಲ್ಲಿ SWOT ನ ಪೂರ್ಣ ರೂಪ ಯಾವುದು?

- A) Speak Work Openly Together B) Strength Weakness Opportunity Threat
C) Strong World Olympic Team D) Special Wellness Organization Theme

Answer: B) Strength Weakness Opportunity Threat

367. Things that one loves to do are called ____.

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

Answer: D) Interests

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

Answer: A) Web Camera

369. Naina wants to take a few safety Measures on Social media. What does that refers to?

- A) All of these B) Do not send a rude or mean comment
C) Do not share personal information D) Do not share information with unknown people

Answer: A) All of these

370. A declarative sentence tells us some information or explanation. It ends with ____.

- A) Comma (,) B) Question mark (?)
C) Exclamatory mark (!) D) Full stop (.)

Answer: D) Full stop (.)

371. Inclusion in a workplace happens when every member

of the company gets the same ____ at work.

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

Answer: D) Chances

372. Subir wants to celebrate all festivals at his workplace. This shows that he is ____.

- A) Disciplined B) Inclusive
C) Productive D) Silent

Answer: B) Inclusive

373. One needs to handle failure and rejection with a ____ attitude.

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

Answer: D) Positive

374. A ____ path is a series of jobs to help you progress towards your goals.

- A) Career B) Unsatisfying
C) Foot D) Work

Answer: A) Career

375. Adjectives are ____ words.

- A) Describing B) Sound
C) Finish D) Neutral

Answer: A) Describing

376. Sanju met her cousin Keerti accidentally in a mall. How should she greet her?

- A) Thank you! B) Take care!
C) Long time, no see! D) What are you doing here?

Answer: C) Long time, no see!

377. Things that are needed for survival are ____.

- A) Wants B) Savings
C) Needs D) Expenses

Answer: C) Needs

378. Anita and her partner are paid the same salary for the same job. This is a good example of ____.

- A) Stereotype B) Gender equality
C) Discrimination D) Jealousy

Answer: B) Gender equality

379. The goal that someone plans to achieve within a year is called a ____.

- A) Steps B) Long term goal
C) Desire D) Milestone

Answer: D) Milestone

380. Customers sharing their experience and opinion about a product is called ____.

- A) Customer Support B) Customer ID
C) Customer Probing D) Customer Feedback

Answer: D) Customer Feedback

381. What can we use net banking for?

- A) All of these B) Checking bank statement
C) Paying bills D) Transferring funds

Answer: A) All of these

382. The _____ tab helps to change the type of page. (portrait or landscape)

- A) Insert B) Review
C) Layout D) Design

Answer: C) Layout

383. Balance in _____ is important to have a healthy and happy life.

- A) Salary B) Job satisfaction
C) Work-life D) Career demand

Answer: C) Work-life

384. 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

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

- A) casually B) in pajamas
C) formally D) dirty

Answer: C) formally

386. FAB means ____?

- A) Festival, Adventure, Behalf B) Five, Advertisements, Boards
C) Features, Advantages, Benefits D) Features, Advices, Benefits

Answer: C) Features, Advantages, Benefits

387. Financial literacy is understanding the way money is ____?.

- A) saved B) saved, spent & invested
C) spent D) invested

Answer: B) saved, spent & invested

388. Price is an important part of marketing. Price means _____.

- A) Rate of a product in rupees B) Marketing
C) Raw Materials D) Promotion

Answer: A) Rate of a product in rupees

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

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

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

390. Tina and Lyra's team are working together to finish the school painting project. What should both the teams do to finish the project?

- A) Resist B) Argue
C) Share responsibility D) Fight

Answer: C) Share responsibility

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

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

Answer: B) Laws and rules

392. A written description of duties and responsibilities to be carried out in a job is called _____. | ಕೆಲಸದಲ್ಲಿ ನಿರ್ವಹಿಸಬೇಕಾದ ಕರ್ತವ್ಯಗಳು ಮತ್ತು ಜವಾಬ್ದಾರಿಗಳ ಲಿಖಿತ ವಿವರಣೆಯನ್ನು ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ

- A) resume | ಪುನರಾರಂಭ B) job description | ಕೆಲಸದ ವಿವರ
C) CV D) job application | ಕೆಲಸದ ಅರ್ಜಿ

Answer: B) job description | ಕೆಲಸದ ವಿವರ

393. Regular payment made by the employer to the employee is ____.

- A) Appraisal B) Salary
C) Debt D) Loan

Answer: B) Salary

394. Smith! Would you like playing cricket or football this evening? If Smith likes to play both how will he answer? ____? playing any of them.

- A) I want B) I hate
C) I won't D) I don't mind

Answer: D) I don't mind

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

A) Professor

B) Interviewer

C) Referee

D) Alumni

Answer: D) Alumni

396. Tom wants to start a shop for selling books, pens etc. Which is the best location to have his shop?

A) Near college and schools

B) At his house

C) Near fish market

D) Near the river

Answer: A) Near college and schools

397. People of different sex, gender, caste, class, culture, age, physical appearance, education, abilities must feel _____.

A) Unsafe and worried

B) Threatened and policed

C) Safe and respected

D) Unsafe and bullied

Answer: C) Safe and respected

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

A) Learning how to speak

B) Learning how to dress

C) Using proper body language

D) All of these

Answer: D) All of these

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

A) non - judgemental

B) open-minded

C) honest & responsible

D) kind

Answer: C) honest & responsible

400. Ram, Vinay and Sandeep are working as a team to finish the geography project. Vinay is sharing his thoughts. What are Vinay and Sandeep supposed to do?

A) None of these

B) Go around the school

C) Listen actively

D) Play

Answer: C) Listen actively

401. Riya does not know which version of windows is installed on her laptop. How can she identify the version?

A) By reinstalling the windows

B) By shutting down the computer

C) By looking at the opening screen

D) By uninstalling the windows

Answer: C) By looking at the opening screen

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

A) Email

B) WhatsApp

C) Phone

D) Instagram

Answer: A) Email

403. It is a _____ knife. Fill in the correct adjective.

A) and

B) this

C) sharp

D) there

Answer: C) sharp

404. A dissatisfied customer means _____.

A) Beautiful customer

B) Unhappy customer

C) Old customer

D) Happy customer

Answer: B) Unhappy customer

405. Which of these statements is true? | ಈ ಹೇಳಿಕೆಗಳಲ್ಲಿ ಯಾವುದು ನಿಜ?

A) Some cities have more opportunities than others for certain job roles | ಕೆಲವು ನಗರಗಳು ಕೆಲವು ಉದ್ಯೋಗದ ಪಾತ್ರಗಳಿಗೆ ಇತರರಿಗಿಂತ ಹೆಚ್ಚಿನ ಅವಕಾಶಗಳನ್ನು ಹೊಂದಿವೆ

B) All jobs are available in all cities | ಎಲ್ಲಾ ಉದ್ಯೋಗಗಳು ಎಲ್ಲಾ ನಗರಗಳಲ್ಲಿ ಲಭ್ಯವಿವೆ

C) Only a few cities have job opportunities | ಕೆಲವು ನಗರಗಳಲ್ಲಿ ಮಾತ್ರ ಉದ್ಯೋಗಾವಕಾಶಗಳಿವೆ

D) Salary in metro cities is always higher than small towns | ಮೆಟ್ರೋ ನಗರಗಳಲ್ಲಿ ಸಂಬಳ ಯಾವಾಗಲೂ ಸಣ್ಣ ಪಟ್ಟಣಗಳಿಗಿಂತ ಹೆಚ್ಚಾಗಿರುತ್ತದೆ

Answer: A) Some cities have more opportunities than others for certain job roles | ಕೆಲವು ನಗರಗಳು ಕೆಲವು ಉದ್ಯೋಗದ ಪಾತ್ರಗಳಿಗೆ ಇತರರಿಗಿಂತ ಹೆಚ್ಚಿನ ಅವಕಾಶಗಳನ್ನು ಹೊಂದಿವೆ

406. Sam wanted to apply for a job. He thought of writing a cover letter to the company. But his friend suggested to attach _____ with the cover letter.

A) Brochure

B) Resume

C) Leave

D) Formal

Answer: B) Resume

407. In today's world, _____ have become a basic skill requirement in many jobs.

A) Painting skills

B) Dancing skills

C) Digital skills

D) Acting skills

Answer: C) Digital skills

408. Fill in the correct question word. "_____ is the speaker at the function". | ಸರಿಯಾದ ಪ್ರಶ್ನೆಪದವನ್ನು ಭರ್ತಿ ಮಾಡಿ. "_____ is the speaker at the function?"

A) Who

B) When

C) Why

D) What

Answer: A) Who

409. Rahim learns MS Office during his lunch break. This is an example of -

A) Time Management

B) Logical thinking

C) Over thinking

D) Online job

Answer: A) Time Management

410. The Indian government passed the Sexual Harassment of Women at Workplace (Prevention, Prohibition and

Redressal) Act in 2013. In simpler terms, it is also called _____?

- A) SOS
- B) SHWW
- C) PPR
- D) POSH

Answer: D) POSH

411. Comma is used to show a _____ within the sentence.

- A) Full stop
- B) Pair
- C) Capital letter
- D) Break

Answer: D) Break

412. Sudha says, "I feel that these lights are too bright". What is she communicating?

- A) Opinion Phrase
- B) Answer
- C) Idiom
- D) Question

Answer: A) Opinion Phrase

413. Cherry is going for an interview. What should she not do?

- A) Wear clean clothes
- B) Apply too much makeup or perfume
- C) Wear formal dress
- D) Take her resume

Answer: B) Apply too much makeup or perfume

414. Zeena wants to enroll for an e-learning course. The most important thing she needs is a _____.

- A) Library card
- B) Book
- C) Mobile phone or Computer
- D) Pen

Answer: C) Mobile phone or Computer

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

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

Answer: C) Word Smart

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

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

Answer: A) Career

417. Raghu's father had a typewriting press/shop. Now, he is replacing typewriters with _____.

- A) TV
- B) Radio
- C) Computers
- D) Phones

Answer: C) Computers

418. Total cost is equal to ?

- A) Variable Cost + Fixed cost
- B) Fixed Salary + ROI

C) Variable Cost + Discount D) Investment + Fixed Cost

Answer: A) Variable Cost + Fixed cost

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

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

Answer: D) Being on time

420. What is the shortcut key to copy a file?

- A) Ctrl+C
- B) Ctrl+S
- C) Ctrl+X
- D) Ctrl+P

Answer: A) Ctrl+C

421. What is the shortcut key for Print?

- A) Ctrl+P
- B) Ctrl+Z
- C) Ctrl+U
- D) Ctrl+B

Answer: A) Ctrl+P

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

Answer: C) Decision- making

423. Negative comments made about our action or performance is called _____.

- A) Reward
- B) Criticism
- C) Congratulations
- D) Appreciation

Answer: B) Criticism

424. Which of the following is the symbol of AutoSum?

- A) X
- B) Z
- C) ?
- D) Y

Answer: C) ?

425. Sam opened a new shop. Which of these methods can he use to receive payments into his account?

- A) Gift card
- B) Movie ticket
- C) Library card
- D) QR code

Answer: D) QR code

426. 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

427. 'Reg' in the letter means _____.

- A) Body
- B) Regarding

C) Subject

D) Greetings

Answer: B) Regarding

C) wishes

D) Greetings

Answer: A) feedback

428. Bats fly during the night. In this sentence the word Bat is _____

A) A cool word

B) A Naming Word

C) A boring word

D) An action word

Answer: B) A Naming Word

436. Distance between yourself and the other person is called _____.

A) Informal

B) Relationship

C) Close

D) Spatial distance

Answer: D) Spatial distance

429. Which of the following feature is not available in online meeting tools?

A) Display Participants contact number

B) After the meeting, the online meeting can be closed and ended.

C) Everyone can turn on the camera on their own devices

D) Everyone can speak to each other and hear each other.

Answer: A) Display Participants contact number

437. Product and service are two things that can be sold. Product is what can be seen, touched and used. Service is what we _____?

A) Feel, Experience and Enjoy

B) Do not enjoy

C) Pay with Gpay

D) Buy from vegetable shop

Answer: A) Feel, Experience and Enjoy

430. How can we save resources on our planet?

A) Create less pollution

B) Use less electricity

C) Use less plastic

D) All of these

Answer: D) All of these

438. Things or activities that we enjoy are ____?

A) Dislikes

B) Likes

C) Negative

D) Emotions

Answer: B) Likes

431. What is the shortcut key for Undo?

A) Ctrl+U

B) Ctrl+Z

C) Ctrl+I

D) Ctrl+B

Answer: B) Ctrl+Z

439. Which of these is an e-learning portal?

A) ASEEM

B) Bharat Skills Portal

C) Netflix

D) NAPS portal

Answer: B) Bharat Skills Portal

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

A) Practice

B) Conserve (Save)

C) Spend

D) Waste

Answer: B) Conserve (Save)

440. The punctuation in a sentence makes the meaning _____?to understand.

A) think

B) clear

C) unclear

D) ambiguous

Answer: B) clear

433. Rashmi recently bought a new laptop after her old computer stopped working. Which part of the laptop works like a mouse?

A) Keyboard

B) Trackpad

C) Desktop

D) Speakers

Answer: B) Trackpad

441. The secret to growing your business is to choose the right _____ to support your growth

A) Clothes

B) Team

C) Family

D) Friends

Answer: B) Team

434. Organizations communicate mainly through _____.

A) Letters

B) Unfamiliar words

C) E-mails

D) Project

Answer: C) E-mails

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

A) All of these

B) Review and think about any advice you received during the visit

C) Write a report about what you learned and observed

D) Share your experience with classmates, teachers and family

Answer: A) All of these

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

A) feedback

B) compliments

443. Ritika received a message about a bank transaction she did not make. Her friends told her to report it as cybercrime. Which portal can she use to file her complaint?

A) www.cybercrime.gov.in

B) www.ccrime.gov.in

C) www. cybercrimeindia. gov.in D) www. indiacybercrime. gov.in

Answer: A) www. cybercrime.gov. in

444. _____ can lead to division of people, communities and families.

A) Gender discrimination B) Same rights
C) Gender equality D) Respecting all people

Answer: A) Gender discrimination

445. Which of the following is not a social media app?

A) WhatsApp B) Instagram
C) LinkedIn D) Amazon

Answer: D) Amazon

446. When two or more people give their thoughts and views on a topic. It is called a _____.

A) Listening B) Reading
C) Speaking D) Group discussion

Answer: D) Group discussion

447. Rahim is filing tax for the first time for his business. Which of these elements are NOT needed for filing tax?

A) Birth Certificate B) PAN Card
C) Aadhar Card D) Income Tax Return

Answer: D) Income Tax Return

448. Suraj has finished his ITI course. He can create a career path that helps him progress towards his _____ and _____.

A) Strengths and weakness B) Cooking and painting
C) Singing and dancing D) Goals and Objectives

Answer: D) Goals and Objectives

449. What are the key elements of a resume?

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

Answer: B) All of these

450. Seetha is speaking to her customers to understand how to improve her business. What type of communication is this?

A) Written communication B) No Communication
C) Non-Verbal Communication D) Verbal Communication

Answer: D) Verbal Communication

451. Who can support Entrepreneurs by providing business schemes and loans at low interest rates?

A) Banks B) Friends
C) Startup Investors D) Customers

Answer: A) Banks

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

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

Answer: C) Right to freedom of religion

453. Values and ethics help us build good _____.

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

Answer: D) behavior

454. A mock interview is a _____ job interview.

A) practice B) difficult
C) fun D) virtual

Answer: A) practice

455. Tutor asked his student whether he knew to use Windows? How should the student answer?

A) Done B) Yes, I know how to use Windows
C) I will know D) Yup

Answer: B) Yes, I know how to use Windows

456. Sita wanted to ask Nina about her summer plan. Choose the correct answer.

A) What Nina asked? B) None of these
C) Nina, what is your summer plan? D) Nina is your plan.

Answer: C) Nina, what is your summer plan?

457. _____ is about the competition in the online or offline market.

A) Competitor Analysis B) People Analysis
C) Budget plan D) Customer Analysis

Answer: A) Competitor Analysis

458. Which document is not required to complete UDYAM/MSME registration?

A) Aadhar Card B) Blood Certificate
C) Income Tax Return D) PAN Card

Answer: B) Blood Certificate

459. What is a comfort zone? | ಆರಾಮ ವಲಯ ಎಂದರೇನು?

A) Our familiar lifestyle and behaviour is our comfort zone | ನಮ್ಮ ಪರಿಚಿತ ಜೀವನಶೈಲಿ ಮತ್ತು ನಡವಳಿಕೆಯು ನಮ್ಮ ಆರಾಮ ವಲಯವಾಗಿದೆ
B) A place designed in airport for resting | ವಿಮಾನ ನಿಲ್ದಾಣದಲ್ಲಿ ವಿಶ್ರಾಂತಿಗಾಗಿ ವಿನ್ಯಾಸಗೊಳಿಸಲಾದ ಸ್ಥಳ
C) It is a place where we go to sleep | ಇದು ನಾವು ಮಲಗಲು ಹೋಗುವ ಸ್ಥಳವಾಗಿದೆ
D) It is a place where children live | ಇದು ಮಕ್ಕಳು ವಾಸಿಸುವ ಸ್ಥಳವಾಗಿದೆ

Answer: A) Our familiar lifestyle and behaviour is our comfort zone | ನಮ್ಮ ಪರಿಚಿತ ಜೀವನಶೈಲಿ ಮತ್ತು ನಡವಳಿಕೆಯು ನಮ್ಮ ಆರಾಮ ವಲಯವಾಗಿದೆ

460. Group discussion helps us ___?.

- A) argue
B) learn more and solve big problems
C) have fun
D) create problems

Answer: B) learn more and solve big problems

461. When people from different states/ countries meet officially, ____?is the commonly used language to communicate with each other.

- A) Action
B) Newspaper
C) English
D) Latin

Answer: C) English

462. The practice of including people within any group or social setting with respect and empathy is called _____.

- A) Gender based discrimination
B) Conflict
C) Gender stereotype
D) Inclusion

Answer: D) Inclusion

463. Product is an object that can be _____.

- A) Touched
B) Seen
C) Used
D) Seen, Touched and Used

Answer: D) Seen, Touched and Used

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

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

Answer: B) employee and employer

465. When we learn something online, it is called _____.

- A) Digital marketing
B) E-learning
C) Classroom learning
D) Teaching

Answer: B) E-learning

466. What are Employability Skills?

- A) Skills for good communication
B) Skills used only in sports
C) Skills for playing video games
D) Skills needed to be successfully employed

Answer: D) Skills needed to be successfully employed

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

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

Answer: C) experience

468. To be in a job or work is _____. | ಕೆಲಸ ಅಥವಾ ಕೆಲಸದಲ್ಲಿ ಇರುವುದು ಎಂದರೆ _____

- A) aptitude | ಯೋಗ್ಯತೆ
B) employ | ಉದ್ಯೋಗಿ
C) knowledge | ಜ್ಞಾನ
D) skill | ಕೌಶಲ್ಯ

Answer: B) employ | ಉದ್ಯೋಗಿ

469. John does not agree with his coworker about a task. How should he communicate his disagreement?

- A) You are wrong!
B) I respectfully disagree with what you are saying.
C) I will just do it my way.
D) You don't know anything.

Answer: B) I respectfully disagree with what you are saying.

470. It is very important to use the correct words to tell the search engine what to look for. These are called_____.

- A) Website
B) Internet
C) Web page
D) Keywords

Answer: D) Keywords

471. Full form for OS is_____.

- A) Operating System
B) Opening Screen
C) Opening Software
D) Original System

Answer: A) Operating System

472. Latha is planning to join a beauty salon. But she is not very sure about this profession. Who should she speak with to get a better understanding of the profession?

- A) Professionals
B) Strangers
C) Parents
D) Classmates

Answer: A) Professionals

473. Which of the following websites is helpful in learning and career growth?

- A) Khan Academy
B) Codecademy
C) Coursera
D) All of these

Answer: D) All of these

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

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

Answer: C) Stress

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

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

Answer: C) Industry visit

476. A product name that has been officially registered with the Trademark Registry of India is _____.

- A) Token
C) Approved

- B) Marked
D) Trademark

Answer: D) Trademark

477. _____ are the qualities that are considered negative, and need to be worked on. | _____ ಋಣಾತ್ಮಕವೆಂದು ಪರಿಗಣಿಸಲಾದ ಗುಣಗಳು ಮತ್ತು ಕೆಲಸ ಮಾಡಬೇಕಾಗಿದೆ.

- A) Threats | ಬೆದರಿಕೆಗಳು
C) Personal strengths | ವೈಯಕ್ತಿಕ ಸಾಮರ್ಥ್ಯಗಳು

- B) Personal weaknesses | ವೈಯಕ್ತಿಕ ದೌರ್ಬಲ್ಯಗಳು
D) Opportunities | ಅವಕಾಶಗಳು

Answer: B) Personal weaknesses | ವೈಯಕ್ತಿಕ ದೌರ್ಬಲ್ಯಗಳು

478. What are some of the qualities of a strong entrepreneur?

- A) Building relationship with customers
C) All of these

- B) Working hard
D) Learning from failures

Answer: C) All of these

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

- A) Showing confidence
C) Clear communication

- B) Painting
D) Active listening

Answer: B) Painting

480. Harsha has selected a single line of cells from top to bottom. She has selected a _____?

- A) Row
C) Page

- B) Cell
D) Column

Answer: D) Column

481. Conflict in workplace affects ____?

- A) environment
C) salary

- B) weather
D) ability to work

Answer: D) ability to work

482. The word □ when □ denotes _____. | when (ಯಾವಾಗ) □ ಎಂಬ ಪದವು _____ ಅನ್ನು ಸೂಚಿಸುತ್ತದೆ

- A) place | ಸ್ಥಳ
C) time | ಸಮಯ

- B) person | ವ್ಯಕ್ತಿ
D) thing | ವಿಷಯ

Answer: C) time | ಸಮಯ

483. Sudha just delivered a baby. For how long is she entitled to take a maternity leave as an employee?

- A) 2 months
C) 5 months

- B) One year
D) 26 weeks

Answer: D) 26 weeks

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

- A) Reading
C) Interview

- B) Training
D) Onboarding

Answer: C) Interview

485. Which website to use to book the train tickets

- A) http://www.irctc.co.in
C) https://myaadhaar.uidai.gov.in

- B) http://www.igod.gov.in
D) http://www.india.gov.in/gov.in

Answer: A) http://www.irctc.co.in

486. Closing sales technique is an essential skill for a ____.

- A) Manager
C) Clerk

- B) Child
D) Sales person

Answer: D) Sales person

487. Roopa wants to start a new business. But she is not sure which product she should choose to start her business. What will be her basic research to finalize her product?

- A) Search how to advertise the product

- B) Buying products from others
D) Reserach on products & services that customers are currently using

- C) Loan from Banks

Answer: D) Reserach on products & services that customers are currently using

488. _____ is a brief statement about purpose and principles of the constitution. | _____ ಸಂವಿಧಾನದ ಉದ್ದೇಶ ಮತ್ತು ತತ್ವಗಳ ಸಂಕ್ಷಿಪ್ತ ಹೇಳಿಕೆಯಾಗಿದೆ.

- A) Module | ಮಾಡ್ಯೂಲ್
C) The preamble | ಪೀಠಿಕೆ

- B) Unit | ಘಟಕ
D) Syllabus | ಪಠ್ಯಕ್ರಮ

Answer: C) The preamble | ಪೀಠಿಕೆ

489. Post-covid we adopted the virtual world. Meeting that happens online through the internet are called as _____.

- A) None of these
C) Physical Meeting

- B) Online meeting
D) Offline Meeting

Answer: B) Online meeting

490. _____ is a tool that blocks unsafe pages when you are using a search engine.

- A) Telegram
C) Safe search

- B) Web page
D) Google

Answer: C) Safe search

491. What is stress? | ಒತ್ತಡ ಎಂದರೇನು?

- A) Feeling of joy | ಸಂತೋಷದ ಭಾವನೆ

- B) Feeling of frustration / disappointment | ಹತಾಶೆ / ನಿರಾಶೆಯ ಭಾವನೆ

- C) Feeling of surprise | ಆಶ್ಚರ್ಯದ ಭಾವನೆ

- D) Feeling of delight | ಆನಂದದ ಭಾವನೆ

Answer: B) Feeling of frustration / disappointment | ಹತಾಶೆ / ನಿರಾಶೆಯ ಭಾವನೆ

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

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

Answer: D) Abilities

493. Which of the following is a voice- controlled digital assistant?

- A) Alexa B) Google Assistant
C) All of these D) Siri

Answer: C) All of these

494. Which among these are not good manners while travelling by public transport? | ಸಾರ್ವಜನಿಕ ಸಾರಿಗೆಯಲ್ಲಿ ಪ್ರಯಾಣಿಸುವಾಗ ಇವುಗಳಲ್ಲಿ ಯಾವುದು ಉತ್ತಮ ನಡತೆ ಅಲ್ಲ?

- A) Push back our seat without checking with the person on the back seat | ಹಿಂದಿನ ಸೀಟಿನಲ್ಲಿರುವ ವ್ಯಕ್ತಿಯನ್ನು ಪರಿಶೀಲಿಸದೆಯೇ ನಮ್ಮ ಆಸನವನ್ನು ಹಿಂದಕ್ಕೆ ತಳ್ಳಿರಿ
B) Follow the instructions of the cabin manager | ಕ್ಯಾಬಿನ್ ವ್ಯವಸ್ಥಾಪಕರ ಸೂಚನೆಗಳನ್ನು ಅನುಸರಿಸಿ
C) Be polite to fellow passengers and staff | ಸಹ ಪ್ರಯಾಣಿಕರು ಮತ್ತು ಸಿಬ್ಬಂದಿಯೊಂದಿಗೆ ಸೌಜನ್ಯದಿಂದ ವರ್ತಿಸಿ
D) Speak in a low voice | ಕಡಿಮೆ ಧ್ವನಿಯಲ್ಲಿ ಮಾತನಾಡಿ

Answer: A) Push back our seat without checking with the person on the back seat | ಹಿಂದಿನ ಸೀಟಿನಲ್ಲಿರುವ ವ್ಯಕ್ತಿಯನ್ನು ಪರಿಶೀಲಿಸದೆಯೇ ನಮ್ಮ ಆಸನವನ್ನು ಹಿಂದಕ್ಕೆ ತಳ್ಳಿರಿ

495. Joy started a homemade pickle business. He has not been able to get profit in the first 2 months. What should he do?

- A) End his business B) Borrow money
C) Get angry D) Find reasons for his failure & learn from them

Answer: D) Find reasons for his failure & learn from them

496. Meena likes to learn music in her free time. It is one of her ____to improve.

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

Answer: C) Interests

497. Mahesh and his team discussed about the steps to be followed to complete the project at the earliest. He was happy with the suggestions given by his teammates and granted to follow the same. How would he convey it?

- A) Don't come here to talk B) I don't agree with your plan
C) I agree with your plan of action D) You must follow what I tell you

Answer: C) I agree with your plan of action

498. Which of the following is used to send a copy of an email to another person without the main receiver of the email knowing?

- A) BCC (Blind Carbon Copy) B) Subject
C) CC(Carbon Copy) D) Attach file

Answer: A) BCC (Blind Carbon Copy)

499. Which of the following devices can be connected using bluetooth?

- A) All of these B) Speakers
C) Earphones D) Mouse

Answer: A) All of these

500. Swati needs to sell a laptop. She can use the _____ technique to sell it.

- A) FAB B) Probing
C) TAB D) Cross selling

Answer: A) FAB

501. Wow! The flowers in the park are beautiful. This is a _____?sentence.

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

Answer: A) Exclamatory (!)

502. How can we understand what customers want?

- A) Selling a new product B) By doing research on customer needs
C) By moving to a new business D) By advertising the business

Answer: B) By doing research on customer needs

503. Sarah notices a colleague, John, making unwelcome jokes about someone's clothes at the office party. What should Sarah do according to the POSH Act?

- A) Tell John directly to stop B) Ignore it, John might be joking
C) Make a sarcastic comment D) Report the incident to back at John Internal Committee (IC)

Answer: D) Report the incident to Internal Committee (IC)

504. Irrespective of their gender identities, all people must have the same rights. This is called _____.

- A) Gender Discrimination B) Gender Stereotype
C) Gender rights D) Gender equality

Answer: D) Gender equality

505. Cats is an example of _____word.

- A) Plural B) Words
C) Singular D) Opposite

Answer: A) Plural

506. Location for the job means ___?

- A) Place
- B) Title
- C) Name
- D) Description

Answer: A) Place

507. They? is used when we want to refer to _____.

- A) Our
- B) She
- C) Many people
- D) He

Answer: C) Many people

508. What can you do with online banking?

- A) Get details of all the transactions
- B) Send money to someone
- C) Open a bank account
- D) All of these

Answer: D) All of these

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

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

Answer: C) Skin colour

510. An inclusive environment is needed for happiness and _____at work.

- A) Wage gap
- B) Stereotype
- C) Growth
- D) Ideas

Answer: C) Growth

511. Why do customers like a product or service?

- A) Feel of the product or service
- B) Good Price
- C) All of these
- D) Good Quality

Answer: C) All of these

512. Rajesh wants to save Rs. 6000 every year for his old age. How much should he save every month?

- A) 6000
- B) 100
- C) 500
- D) 50

Answer: C) 500

513. Arunima has completed an apprenticeship training on NAPS. She will be getting a_____on completion.

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

Answer: D) Certificate

514. Money borrowed from bank or a person is called ___?

- A) Loan
- B) Tax
- C) Interest
- D) Gift

Answer: A) Loan

515. In MS Word, you can change the text in the document

to look different. This process is called_____?

- A) Deleting
- B) Formatting
- C) Printing
- D) Saving

Answer: B) Formatting

516. Now or never close, summary close and question close are 3 important _____.

- A) Probing techniques
- B) Closing Techniques
- C) Discount
- D) Opening techniques

Answer: B) Closing Techniques

517. To find list of Participants in a Zoom meeting, click on participants option on _____of the screen.

- A) Right Side
- B) Left Side
- C) Top
- D) Bottom

Answer: D) Bottom

518. 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 allowing them to skip regular classes
- C) By offering them immediate employment
- D) By giving them opportunities to relax and have fun

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

519. Arun travels to school by bus. The action word in the sentence is _____.

- A) bus
- B) school
- C) travels
- D) Arun

Answer: C) travels

520. We can share our thoughts, ideas and feelings through _____?

- A) Hearing
- B) Reading
- C) Watching
- D) Communication

Answer: D) Communication

521. Argument or disagreement between two groups of people is called_____.

- A) Teamwork
- B) Happiness
- C) Fun
- D) Conflict

Answer: D) Conflict

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

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

Answer: D) Carpentry

523. Manu thinks about a problem well before making any

decision. This is an example of;

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

Answer: D) Critical thinking

524. A small business run by a single person is called as _____.

- A) Private Limited
- B) Sole Proprietorship
- C) Partnership
- D) Multinational Unit

Answer: B) Sole Proprietorship

525. A business pitch is presented to investors who helps us with ____, ____, and ____.

- A) Plan and Marketing
- B) Customer and Quality
- C) Money, Resources, and Mentoring Support
- D) Profit and Loss

Answer: C) Money, Resources, and Mentoring Support

526. Shyam and Ram applied for the same job. Shyam read the job description in detail and made note of important details. Who will know more about the company?

- A) Both of them
- B) Shyam
- C) None of them
- D) Ram

Answer: B) Shyam

527. An Entrepreneur needs to maintain good _____? with his customers.

- A) Communication
- B) Friendship
- C) Behavior
- D) Relationship

Answer: D) Relationship

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

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

Answer: D) Pomodoro

529. Joseph wants to make the letters in the words slant to one side. Which option should he use?

- A) Underline
- B) Bold
- C) Italic
- D) Numbered List

Answer: C) Italic

530. Which is not a type of communication?

- A) Written
- B) Driving
- C) Verbal
- D) Non-verbal

Answer: B) Driving

531. _____ are the most convenient way to do something online.

- A) Monitor
- B) Mobile apps
- C) Keypad
- D) Desktop

Answer: B) Mobile apps

532. The most effective way to get information is by

- A) Reading
- B) Activity
- C) Writing
- D) Talking

Answer: A) Reading

533. Institution licensed by the government to keep money safe is _____.

- A) Assembly
- B) Panchayat
- C) Bank
- D) Hospital

Answer: C) Bank

534. Entrepreneurship means _____?

- A) Running your own business
- B) Supporting a business person
- C) Starting a new career
- D) Managing career

Answer: A) Running your own business

535. Kishore's manager gave him positive and negative feedback. Kishore is feeling confused. What should he do next?

- A) All of these
- B) Calm down and think
- C) Try to understand the negative points given by the manager
- D) Try to understand the positive points given by his manager

Answer: A) All of these

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

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

Answer: A) Talk badly about her previous company

537. _____ supports entrepreneurs to get loans under several schemes in district level.

- A) National small industries corporation (NSIC)
- B) SSLC
- C) District Industry Centres (DIC)
- D) SIDO

Answer: C) District Industry Centres (DIC)

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

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

Answer: C) Guest lecture

539. Bindu has started a small auto repair shop. She is the only person managing the business. Which kind of business it is?

- A) Sole Proprietorship B) Private Limited
C) Multinational Unit D) Partnership

Answer: A) Sole Proprietorship

540. What are the qualities of an entrepreneur that a self-employed person also needs to have?

- A) All of these B) Creative Thinking
C) Customer Service D) Problem Solving

Answer: A) All of these

541. Letter is a form of _____ communication.

- A) Spoken B) Telephone
C) Written D) Non-verbal

Answer: C) Written

542. Abhi wants to teach his 10-year-old daughter to save money from the pocket money she receives every month. Which option is the best?

- A) Piggy Bank B) Salary Account
C) Fixed Deposit D) None of these

Answer: A) Piggy Bank

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

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

Answer: B) Good

544. Preeti wants to find a video on pasta recipe. Which of the following mobile apps can she use for the same?

- A) YouTube B) Mobile Banking
C) Whatsapp D) Email

Answer: A) YouTube

545. Shwetha and Rakshit are coworkers. They are angry with each other because they have not completed a project properly. Which is a good way to resolve such conflicts in the workplace?

- A) Quit the job B) File a police complaint
C) Find different ways to solve the problem D) Ignore each other

Answer: C) Find different ways to solve the problem

546. For online meetings, you can share _____ for the people to join the meeting.

- A) Personal mobile number B) Location
C) email id D) Meeting Link or ID

Answer: D) Meeting Link or ID

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

- A) Pollution B) Air

- C) Wind D) Storm

Answer: A) Pollution

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

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

Answer: A) Time Management

549. Sonu wants to connect a device wirelessly to a computer. What technology can he use?

- A) Bluetooth B) Switch
C) Wire D) USB

Answer: A) Bluetooth

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

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

Answer: D) Naukri

551. Which punctuation mark should be used in the following sentence? Is there any site engineer here. | ಕೆಳಗಿನ ವಾಕ್ಯದಲ್ಲಿ ಯಾವ punctuation mark (ವಿರಾಮಚಿಹ್ನೆಯನ್ನು) ಬಳಸಬೇಕು? Is there any site engineer here

- A) , (comma) B) ! (exclamation)
C) . (full stop) D) ? (question mark)

Answer: D) ? (question mark)

552. What can make it difficult to communicate in the workplace?

- A) Use of unfamiliar words B) All of these
C) Language differences D) Differences in communication styles

Answer: B) All of these

553. Harry has knowledge of circuits and wiring. He can apply as a/an _____ in a company.

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

Answer: A) Electrician

554. Sentences are _____.

- A) Letters B) group of words with complete meaning
C) Nouns D) Verbs

Answer: B) group of words with complete meaning

555. On a bank holiday, which of these methods cannot be used by Shahab for money transfer?

- A) Google pay B) Amazon pay

C) BHIM app

D) Deposit at the bank branch

Answer: D) Deposit at the bank branch

556. Rita wants to complete her higher education from a good university. Which loan should she apply for?

A) Personal loan

B) Home loan

C) Auto loan

D) Education loan

Answer: D) Education loan

557. Which of the following is a universal ID card?

A) Employers ID card

B) Bank Credit card

C) PAN Card

D) Aadhaar Card

Answer: D) Aadhaar Card

558. Which of the following app is not used for chatting, video calls and group calls

A) Instagram

B) Telegram

C) WhatsApp

D) None of these

Answer: D) None of these

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

A) Service Provider

B) Seller

C) Buyer

D) Distributor

Answer: A) Service Provider

560. How can creating career pathway posters help you plan your career?

A) By ignoring market demands

B) By providing clarity on your future goals

C) By limiting your career growth

D) By teaching unrelated skills

Answer: B) By providing clarity on your future goals

561. Good, professional relationship with co-workers can give the feeling of _____.

A) Negative energy

B) Confusion

C) Job satisfaction

D) Fear

Answer: C) Job satisfaction

562. A _____ is a new business, which later grows into a big company

A) Parlours

B) NSIC

C) Start Up

D) Hotels

Answer: C) Start Up

563. Which of these should not be used to express your opinion in a group discussion?

A) In my opinion

B) I don't quite agree

C) Listen to me

D) It seems to me that

Answer: C) Listen to me

564. Verbs tell the action of the _____.

A) Cow

B) Naming words

C) Change

D) Act

Answer: B) Naming words

565. Sam wants to learn computer coding skills for free and his friend has recommended _____ website for the same.

A) Codecademy

B) Duolingo

C) NPTEL

D) Khan Academy

Answer: A) Codecademy

566. All financial activity can be done through a ____?

A) College

B) School

C) Workplace

D) Bank

Answer: D) Bank

567. Choose the correct tense of the verb. "I _____ music when I was child". | ಕ್ರಿಯಾಪದದ ಸರಿಯಾದ ಉದ್ಧಿಗತೆಯನ್ನು ಆರಿಸಿ. "I _____ music when I was child"

A) learn

B) had learnt

C) will learn

D) am learning

Answer: B) had learnt

568. Nayan wants to search for a file quickly on his computer. What should he do?

A) Search on Play Store

B) Use Bluetooth

C) Click on ?Type here to search?

D) Restart the computer

Answer: C) Click on ?Type here to search?

569. Which of the following are the top benefits of using the internet?

A) All of these

B) Safety

C) Access to information

D) Speed of communication

Answer: A) All of these

570. Every complete sentence has ____.

A) 1 part

B) 3 parts

C) 4 parts

D) 2 parts

Answer: B) 3 parts

571. Identify the improper term. | ಅಸಮರ್ಪಕ ಪದವನ್ನು ಗುರುತಿಸಿ.

A) Sound pollution | ಧ್ವನಿ ಮಾಲಿನ್ಯ

B) Water pollution | ಜಲ ಮಾಲಿನ್ಯ

C) Green pollution | ಹಸಿರು ಮಾಲಿನ್ಯ

D) Air pollution | ವಾಯು ಮಾಲಿನ್ಯ

Answer: C) Green pollution | ಹಸಿರು ಮಾಲಿನ್ಯ

572. Mohit wants to move from one cell to another. He can

do that by using the ____? on the keyboard.

- A) Ctrl+B B) Arrow keys
C) Ctrl+Z D) A1,B1.C1 ...

Answer: B) Arrow keys

573. Alpan does yoga in the morning. He follows Youtube classes to motivate himself. This is an example of_____.

- A) Decision-Making B) Self-motivation
C) Problem- Solving D) Time Management

Answer: B) Self-motivation

574. Select the example of a service from the options.

- A) Mobile Repair B) Water Bottle
C) Chicken Kebab D) Masala Dosa

Answer: A) Mobile Repair

575. A ____is the first document an employer will look at when reviewing the job application.

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

Answer: B) Resume

576. _____are jobs that you find by being part of a particular online platform or an app.

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

Answer: D) Platform- based jobs

577. The correct order for a sentence is _____.

- A) Verb, Object, Subject B) Subject, Verb, Object
C) Verb, Verb, Subject D) Subject, Verb

Answer: B) Subject, Verb, Object

578. Rita had to attend a group discussion on behalf of her company. What is she supposed to do before the meeting?

- A) Take leave B) Attend party
C) Attend classes D) Be prepared about the topic

Answer: D) Be prepared about the topic

579. An introduction letter is a ____.

- A) Resume B) Leave Letter
C) E-mail D) Cover letter

Answer: D) Cover letter

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

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

Answer: D) Helpr

581. Which one is NOT a vowel? | ಯಾವುದು ಸ್ವರ ಅಲ್ಲ?

- A) a B) e
C) i D) f

Answer: D) f

582. Jobs that have become outdated in the past 5 years _____ . | ಕಳೆದ 5 ವರ್ಷಗಳಲ್ಲಿ ಹಳತಾದ ಕೆಲಸಗಳು _____

- A) ola | ಓಲ B) swiggy | ಸ್ವಿಗ್ಗಿ
C) uber | ಉಬರ್ D) STD booth | STD ಬೂತ್

Answer: D) STD booth | STD ಬೂತ್

583. Low investment business plan means_____

- A) The plan is a new idea B) The plan should be simple
C) The plan needs a small amount to start a business D) The plan should start immediately

Answer: C) The plan needs a small amount to start a business

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

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

Answer: B) Failure

585. Meena sells milk packets. One day, she got a dissatisfied (unhappy) customer because the milk was spoilt. What should Meena NOT do now?

- A) Quickly give another packet of milk B) Get angry with the customer
C) Say sorry to the customer D) Make sure the customer is happy

Answer: B) Get angry with the customer

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

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

Answer: D) give feedback

587. Tanvi's team has many barriers to having a diverse workforce. This may lead to _____.

- A) Better communication B) Good teamwork
C) Conflicts affecting work D) Increased productivity

Answer: C) Conflicts affecting work

588. What is the benefit of paying money regularly for an insurance plan?

- A) It provides free entertainment. B) It covers travel expenses.
C) It increases monthly savings. D) It helps us manage emergency situations.

Answer: D) It helps us manage emergency situations.

589. Before sharing the information on social media THINK questions to be asked by oneself;

- A) All of these
B) Is it True?
C) Is it Helpful?
D) Is it Necessary?

Answer: A) All of these

590. Shouting shows we are angry. Talking very slowly shows we are tired or sleepy. What part of non-verbal communication helps us understand this?

- A) Hand movements
B) Tone of voice
C) Smile
D) Eye movements

Answer: B) Tone of voice

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

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

Answer: C) Deforestation

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

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

593. Most of the government job calls will be in ___format.

- A) Direct
B) Indirect
C) Paper format
D) In person

Answer: C) Paper format

594. A resume should be _____. | ಪುನರಾರಂಭವು _____ ಆಗಿರಬೇಕು

- A) short and precise | ಸಣ್ಣ ಮತ್ತು ನಿಖರ
B) having acronyms and abbreviation | ಸಂಕ್ಷಿಪ್ತ ರೂಪಗಳು ಮತ್ತು ಸಂಕ್ಷೇಪಣವನ್ನು ಹೊಂದಿದೆ
C) having long and detailed information | ದೀರ್ಘ ಮತ್ತು ವಿವರವಾದ ಮಾಹಿತಿಯನ್ನು ಹೊಂದಿದೆ
D) fancy and colourful | ಅಲಂಕಾರಿಕ ಮತ್ತು ವರ್ಣಮಯ

Answer: A) short and precise | ಸಣ್ಣ ಮತ್ತು ನಿಖರ

595. An exclamatory sentence ends with the _____.

- A) Exclamatory mark (!)
B) Question mark (?)
C) Comma (,)
D) Full stop (.)

Answer: A) Exclamatory mark (!)

596. Vibha wants to register on the NAPS portal. She should have _____to register.

- A) Degree
B) ITI certificate

- C) Masters degree
D) Diploma

Answer: B) ITI certificate

597. In a meeting, Surya speaks in Hindi. Some of his team members understand both English & Hindi, while others only know English. What should Surya do?

- A) Speak in English
B) Speak in Hindi
C) Scold people
D) Stop talking

Answer: A) Speak in English

598. Knowledge and awareness of laws is called ____?.

- A) Digital literacy
B) Financial literacy
C) Legal literacy
D) English literacy

Answer: C) Legal literacy

599. A diverse workplace increases _____.

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

Answer: A) Productivity

600. 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) Do nothing
D) Give the dress for 300 rupees

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

601. If a person receives harsh, unfair and very negative criticism, they feel very unhappy. What type of criticism is this?

- A) Positive criticism
B) Fair criticism
C) Unfair criticism
D) Helpful criticism

Answer: C) Unfair criticism

602. _____contact with the people we are speaking help us to communicate confidently.

- A) Ear
B) Nose
C) Eye
D) Skin

Answer: C) Eye

603. Fill in the blank with comparative adjective. "Your pencil is _____ than mine". | ತುಲನಾತ್ಮಕ ವಿಶೇಷಣದೊಂದಿಗೆ ಖಾಲಿ ತುಂಬಿ. "Your pencil is _____ than mine"

- A) sharper
B) sharp
C) thick
D) blunt

Answer: A) sharper

604. Pushpa and Kavya have opened a shop for baby clothes in Bangalore and Chennai. Bangalore outlet is gaining more

popularity and profit? What might be the reason?

- A) There are more babies in Bangalore
B) No reasons
C) Chennai is very hot
D) Good customer relationship in Bangalore shop

Answer: D) Good customer relationship in Bangalore shop

605. A mobile application or App is a software that is made to be used on a _____.

- A) All of these
B) smart device like a smartphone or tablet
C) Washing machine
D) Calculator

Answer: B) smart device like a smartphone or tablet

606. Karthik has joined a new company. His salary is Rs. 3 lakhs per year. This is his ___ salary.

- A) Monthly
B) Gross
C) Net
D) Basic

Answer: B) Gross

607. Phone call has ___ phases

- A) End
B) Different
C) Three
D) Middle

Answer: C) Three

608. What does the growth of a business depend on?

- A) How you talk to customers
B) How you help customers
C) All of these
D) How you take feedback from customers

Answer: C) All of these

609. ___ is a way to understand the customer's needs and emotions by asking questions.

- A) Apologising
B) Probing
C) Explaining
D) Assuming

Answer: B) Probing

610. Vinutha was questioned whether she has completed her degree in an interview. How should she respond stating that she has completed?

- A) Completed my degree
B) Yes
C) Yes, I have completed my degree
D) No

Answer: C) Yes, I have completed my degree

611. Sarah is a teacher at a school for one year. After that, she becomes a trainer for new teachers and then a principal. What does this job progression show?

- A) Sarah's job
B) Sarah's education
C) Sarah's career
D) Sarah's hobby

Answer: C) Sarah's career

612. ___ cost increases or decreases depending on how much we produce or sell.

- A) Maintenance
B) Fixed
C) Total
D) Variable

Answer: D) Variable

613. Meena is using google meet for the first time. She can use the same login account details as her _____.

- A) Zoho account
B) Amazon account
C) Gmail account
D) Bank account

Answer: C) Gmail account

614. Choose the correct sentence.

- A) Runs on the road cat.
B) The cat runs on the road.
C) Cat road runs.
D) The road runs on cat.

Answer: B) The cat runs on the road.

615. Harish has taken up his family business of ironing clothes. His customers are not happy with the service. What should Harish do to make his business better?

- A) Stop the business
B) Increase the cost
C) Give better customer service
D) Change the business

Answer: C) Give better customer service

616. Where can you build a professional network?

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

Answer: B) All of these

617. Komal wants to regularly monitor her body conditions like temperature and heartbeat. Which of the following device can help her?

- A) Smart watch
B) Siri
C) Mobile Phone
D) Calculator

Answer: A) Smart watch

618. Simon's company calculated the income tax and paid on behalf of him. This is called ___?

- A) TDS
B) NPS
C) Interest
D) House rent allowance

Answer: A) TDS

619. What is the advantage of an Industry visit?

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

Answer: A) Chance to talk to the experts

620. Anju wants to upskill herself in designing and stitching, which of the following portals will be relevant for the same?

- A) None of these
C) [http://www . swayam.gov.in /](http://www.swayam.gov.in/)

- B) <http://www . india.gov.in/>
D) [http: /www . igod.gov.in](http://www . igod.gov.in/)

Answer: C) <http://www . swayam.gov.in />

621. Raj was driving towards Mysore. On the way he found few arrows marked next to Mysore on the board. What does it suggest ?

- A) Way
C) Direction
B) None of these
D) Map

Answer: C) Direction

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

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

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

623. Time management _____. | ಸಮಯ ನಿರ್ವಹಣೆ

- A) problem solving | ಸಮಸ್ಯೆ ಪರಿಹರಿಸುವ
C) hard skill | ಕಠಿಣ ಕೌಶಲ್ಯ
B) 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

624. The concept of ____ best describes importance of teamwork.

- A) Team
C) Synergy
B) Conflict
D) Group

Answer: C) Synergy

625. Which one is an exclamatory sentence? | ಆಶ್ಚರ್ಯಕರ ವಾಕ್ಯ ಯಾವುದು?

- A) It is a beautiful house.
C) Your house is beautiful.
B) Is it a beautiful house?
D) What a beautiful house it is!

Answer: D) What a beautiful house it is!

626. The word funding means _____.

- A) Money for shopping
C) Bank account
B) Money to start a business
D) Saving and Spending

Answer: B) Money to start a business

627. Naveen is fond of dogs, but Sheetal hates dogs. In this sentence who likes dogs?

- A) Dog
C) Sheetal
B) Both Sheetal and Naveen
D) Naveen

Answer: D) Naveen

628. The extra amount we pay for borrowing money is _____.

- A) Interest
C) Loan
B) Hidden charges
D) Processing charges

Answer: A) Interest

629. The beginning of a sentence should start with _____ letter

- A) Italics
C) Capital
B) Small
D) Cursive

Answer: C) Capital

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

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

Answer: B) Industrial revolution

631. Having a clear idea of our personality including strengths, weaknesses, thoughts, beliefs, motivation, values etc is called _____. | ಸಾಮರ್ಥ್ಯಗಳು, ದೌರ್ಬಲ್ಯಗಳು, ಆಲೋಚನೆಗಳು, ನಂಬಿಕೆಗಳು, ಪ್ರೇರಣೆ, ಮೌಲ್ಯಗಳು ಇತ್ಯಾದಿಗಳನ್ನು ಒಳಗೊಂಡಂತೆ ನಮ್ಮ ವ್ಯಕ್ತಿತ್ವದ ಸ್ಪಷ್ಟ ಕಲ್ಪನೆಯನ್ನು ಹೊಂದಿರುವುದನ್ನು _____ ಎಂದು ಕರೆಯಲಾಗುತ್ತದೆ.

- A) myth | ಪುರಾಣ
C) threat | ಬೆದರಿಕೆ
B) self awareness | ಸ್ವಯಂ ಅರಿವು
D) belief | ನಂಬಿಕೆ

Answer: B) self awareness | ಸ್ವಯಂ ಅರಿವು

632. Listening is important to _____?the information given.

- A) understand
C) disobey
B) overcome
D) forget

Answer: A) understand