

Duration: 30 Mins**Total Marks: 30****Q.ID: ITISKILL9941MY**

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

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

Answer: A) Performance

2. 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

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

Answer: C) Decision- making

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

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

Answer: C) Critical thinking

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

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

Answer: A) Pomodoro

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

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

Answer: A) Industrial revolution

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

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

Answer: B) Career

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

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

Answer: D) Decision-making

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

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

Answer: D) Set timer

10. 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) Time Management D) Problem- Solving

Answer: B) Self-motivation

11. What are the advantages of time management?

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

Answer: B) All of these

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

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

Answer: B) Weakness

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

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

Answer: C) Basic computer skills

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

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

Answer: C) Abilities

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

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

Answer: D) Try another way

16. 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) Throw it B) Complain

- C) Identify the problem D) Sell the mixer

Answer: C) Identify the problem

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

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

Answer: D) Positive attitude

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

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

Answer: B) Behavioural

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

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

Answer: A) Pomodoro

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

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

Answer: C) Conflict resolution

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

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

Answer: A) Word Smart

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

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

Answer: D) Critical thinking

23. Meena likes to learn music in her free time. It is one of her ____to improve.

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

Answer: D) Interests

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

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

Answer: C) Strength

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

- A) Online job B) Logical thinking
C) Over thinking D) Time Management

Answer: D) Time Management

26. Finding a solution to any problem is known as ____skill.

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

Answer: C) Problem solving

27. Good time management helps in improving _____at work.

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

Answer: C) Performance

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

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

Answer: D) Time Management

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

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

Answer: C) Problem-solving

30. The process of manufacturing has changed due to technology and ____development.

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

Answer: C) Scientific