



Employability Skills Question Bank 2022-2023

(In accordance with newly introduced
Employability Skills curriculum 2022)

Employability skills question bank index

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Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Introduction to Employability Skills	1	Which of the options is not an Employability Skill?	Good runner	Good interview skill	Good communication skills	Quick learning	A
	2	An employee is someone who _____.	Goes to school to study	Does not work	Works for a salary	Goes to play	C
	3	Which are the two skills needed for good career growth?	Singing	Dancing	Gardening	Technical Skills & Employability Skills	D
	4	Gopi is always willing to learn and improve in his work. He has _____.	Love	Certificates	Growth mindset	Markscard	C
	5	The meaning of Employability Skills are _____	Skills to get a job	Skills to be a good employee	Skills for good communication	All of the above	B
Learning Employability Skills Online	6	When we learn something online, it is called _____.	Unlearning	Teaching	E-learning	Marketing	C
	7	The benefits of learning online are _____	We can learn any time and from anywhere	Become friends with our classmates	Go home fast	See the library	A
	8	Which of these is an employability skills portal?	Facebook	Bharat skills	Netflix	Hotstar	B
	9	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?	Play sports	Watch news	Find courses: online or offline	Quit job	C
	10	Zeena wants to enroll for e-learning course. The most important thing she needs are _____	Books	Paper & Pen	Mobile phone or Computer	New clothes	C

Future of Work	11	In today's times, _____ skills has become a basic skill requirement in many jobs.	Acting	Digital	Painting	Dancing	B
	12	"_____ jobs help to reduce pollution, preserve the environment and the planet."	Software	Hardware	Green	Carpenter	C
	13	Green Jobs are important because _____	They help protect the environment	They make more pollution	It is easy to do	It is for city employees	A
	14	Geetha has just completed her education. She joined a basic English course to improve her _____ skills.	Dancing	Fighting	Communication	None	C
	15	Ram is planning to start his own business. Which option would you suggest?	Online retail	Audio cassette shop	Film video rental	Xerox shop	A

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
My Values and Ethics	1	Values and ethics helps us to build good _____.	Games	Behavior	Studies	Rent	B
	2	Values decide the _____ of a person.	Character	Laptop	Home	System	A
	3	It is not good to forward _____ on social media.	Fake news	Messages	Greetings	Songs	A
	4	A person who respects and follows the law of a country is a _____.	Businessperson	Bad Employee	Responsible Citizen	Small Kid	C
	5	Rita found someone's purse in the office. She gives it to the office manager. This shows that she has _____.	Pillar	Honesty	Anger	Friendship	B
Our Constitution: Guiding Principles	6	The Constitution Of India is also called as _____.	Bharatiya Academy	Bhartiya Samvidhan	Novel	Newspaper	B
	7	India is a Sovereign country. That means it can make its own _____.	Money	State	Election	Rules and Decisions	D
	8	Indian constitution is a set of _____ of our country.	Laws and rules	Keys	Tools	Watch	A
	9	Mr Johnson wants to employ an 8 year old girl for household work. In India we prohibit that because It is _____.	Neutral	General	Right against exploitation	Police	C
	10	We have freedom to go to temple, church or mosque for prayer. This pillar of character is called _____	Responsibility	Cheating	Honesty	Respect	D

Protecting Our Environment	11	Addition of harmful smoke, gases and chemicals to the environment in large quantities is called _____.	Air	Pollution	Wind	Storm	B
	12	Cutting down of trees for farming and housing purpose is called _____.	Deforestation	Land	Forest	Destiny	A
	13	Releasing chemicals, waste, plastics into water is called _____.	Sound pollution	Land pollution	Water Pollution	Air pollution	C
	14	Scientists are warning us that the rise in earth's temperature causes _____	Destroy	Land sliding	Warm	Global warming	D
	15	Shyam avoids the use of plastic and chemical fertilizers. He is following _____.	Green lifestyle	Modern lifestyle	Busy lifestyle	None	A

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
21st Century Employability Skills	1	Major changes took place in the manufacturing world with _____.	Green revolution	Milk revolution	Industrial revolution	White revolution	C
	2	The process of manufacturing has changed due to technology and _____ development	Training	Scientific	Teaching	Facilitation	B
	3	Regular assessment of skills is necessary for the growth of _____.	Career	Interview	Job	Skill	A
	4	"Neetu has excellent story telling skills. What type of intelligence is it?"	Picture Smart	Logic Smart	Body Smart	Word Smart	B
	5	Swaraj is looking for Internet-based/data entry jobs. What is the most important skill he needs?	"Basic computer skills"	Entrepreneurial skills	Beautician skills	Wood cutting skills	A
"Know Yourself"	6	Which of the following is not a part of one's personality?	Strengths	Weaknesses	Beliefs	Skin colour	D
	7	Things that one is good at doing are _____.	Concerns	Interests	Abilities	Passion	C
	8	Inability to do something well is one's _____.	Weakness	Aspiration	Strength	Value	A
	9	Meena likes to learn music in her free time. It is one of her _____ to improve.	Logics	Interests	Value	Weakness	B
	10	Bijo is not good at MS excel. With his hard work, he learns to overcome weaknesses and turn them into a _____.	Belief	Value	Leader	Strength	D

"Behaviour and Attitude"	11	The way we interact, manage and deal with our external environment is known as _____skills.	Behavioural	Technical	Musical	Teaching	A
	12	_____ is one of the behavioral skills that is required to organize work efficiently and complete it on time.	Painting	Cooking	Time Management	Dancing	C
	13	The way we manage/solve the problem is called _____.	"Positive attitude"	Conflict resolution	Negative attitude	Passion	B
	14	Rehana faced a problem with her project. She is dealing with a problem with the right attitude. This is an example of;	Negative attitude	Technical skill	Scientific skill	"Positive attitude "	D
	15	Alpan does yoga in the morning. He follows Youtube classes to motivate himself. This is an example of _____	Self-motivation	Time Management	Decision-Making	Problem-Solving	A
"Critical Thinking & Decision Making"	16	_____is a way of thinking to solve a problem.	Critical thinking	Self confidence	Negative attitude	Time Management	A
	17	Choosing between two or more options is known as_____process.	Manufacturing	Decision-making	Scientific	Technical	B
	18	Which of the following is not a part of decision-making?	Identify problem	"Generate options "	Implement decision	Performance	D
	19	Manu thinks about a problem well before making any decision. This is an example of;	Self-motivation	Critical thinking	Time Management	Logical thinking	B
	20	Revathi got a job offer out of her town. She decided to refuse the offer after listing the pros and cons. She followed_____process.	Decision-making	"Positive attitude "	Conflict resolution	Negative attitude	A

Time Management in the Workplace	21	What are the advantages of time management?	Complete tasks on time	Achieve daily goals	Reduce stress	All of these	D
	22	Good time management helps in improving _____ at work.	Weakness	Performance	Stress	Pressure	B
	23	The block of work time is called a _____ technique.	Doro	Pomo	Pomodoro	Domo	C
	24	Rahim learns MS Office during his lunch break. This is an example of;	Time Management	Over thinking	Online job	Logical thinking	A
	25	Bhanu creates 25 minutes task planner and never gets distracted in the blocked time. Which method does she follow?	Pomodoro	Timing	Blocktime	Calendar	A
Problem Solving	26	Finding a solution to any problem is known as _____ skill.	Over thinking	Critical thinking	Decision-making	Problem solving	D
	27	Which of the following is not a step in problem solving?	Identify the problem	Divide problem into parts	Set timer	Find solutions	C
	28	If one is capable of finding solutions to problems, one will get better at _____	Self-motivation	Problem-solving	Career	Painting	B
	29	Soni is trying to fix the download problem on the laptop. She did not succeed on the first attempt. What should she do?	Try another way	Quit the task	Never solve the problem	Quit the job	A
	30	Steve's mother told him that the mixer grinder is not working. What should be his first step in order to solve the problem?	Complain	Identify the problem	Sell the mixer	Throw it	B

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Importance of Communication	1	We can share our thoughts, ideas and feelings through ____.	Communication	Reading	Watching	Hearing	A
	2	Effective communication needs to be	Simple	Clear	Complete	All of the above	D
	3	Which among these is not a type of communication?	Verbal	Non-Verbal	Visual	Sorrow	D
	4	Nitya wanted to discuss an issue with her teammates. What type of communication is it?	Written	Verbal	Image	Video	B
	5	The way we sit, our facial expression and body language show _____ communication.	Non- verbal	Physical fitness	Strength	None	A
Verbal communication: Speaking	6	Verbal communication is the use of ____.	Sign	Words	Maths	Images	B
	7	Forms of verbal communication ____.	Written	Speaking	Both A&B	Learning	C
	8	Clear communication leads to ____.	Different work	Opposite work	Slow work	Faster work	D
	9	Seetha is speaking to her customers to understand how to improve her business. What type of communication is this?	Verbal Communication	Non-Verbal Communication	No Communication	Written communication	A
	10	Raj and Tej talk to each other only on the phone. What type of communication is this?	Sign communication	Non-Verbal Communication	Verbal Communication	Written communication	C

Verbal communication: Writing	11	Letter is a form of _____ communication	Non-verbal	Spoken	Written	Telephone	C
	12	A formal letter can be used for _____ purposes.	Boring	Official	Friendship	Fighting	B
	13	"Reg" in the letter means ____.	Regarding	Subject	Greetings	Body	A
	14	Tom received a letter, but it did not have any details of who sent it. The letter was missing the _____ address.	Receiver's	Sender's	Greetings	Subject	B
	15	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.	Brochure	Leave	Formal	Resume	D
Non-Verbal Communication	16	Which is not a type of non-verbal communication ?	E-mail	Eye-contact	Hand movements	Facial expression	A
	17	Shouting shows we are angry. Talking very slowly shows we are tired or sleepy. What part of non-verbal communication helps us understand this?	Smile	Hand movements	Tone of voice	Eye movements	C
	18	Distance between yourself and the other person is called _____.	Spatial distance	Relationship	Informal	Close	A
	19	Samuel meets his co-worker Jerry everyday in office. When we are with a co-worker, we should not stand or sit _____ to him	Too close	Very Far	Minimum distance	Never	A
	20	Cherry is going for an interview. What should she not do?	Wear formal dress	Apply too much makeup or perfume	Take her resume	Wear clean clothes	B

Practicing Effective Communication	21	You can speak to your friend	Formally	Informally	Quietly	None	B
	22	Which is not a type of communication?	Verbal	Non-verbal	Written	Driving	D
	23	Formal communication is used at ____.	Friend	House	Party	Workplace	D
	24	Vinod met his new manager at his workplace. He had to ____ himself first.	Thank	Introduce	Appreciate	Praise	B
	25	Whenever we are communicating we have to be dressed appropriately, maintain our body language and maintain ____.	Shout	Make up	Eye contact	None	C
Workplace communication: Introduction	26	Exchange of ideas happen through ____.	Communication	Listening	Watching	Singing	A
	27	At workplace, communication must follow the ____.	Ideas	Text	6Cs	Close	C
	28	Organizations communicate mainly through ____.	Letters	E-mails	Project	Unfamiliar words	B
	29	Surya and his team of 10 members are in a meeting. Surya is speaking in Hindi. 6 members in his team understand Hindi. 4 members do not understand Hindi. What should Surya not do?	Meeting his team	Talking	Remove 4 members	Speak in Hindi	D
	30	Vishu has to send some secret, official documents to his manager. How should he not send it?	Whatsapp	Email	Speed Post	Directly meet his manager and give	A

Workplace communication: Introduction	31	Different people work together on the same task is called ____	Teamwork	Project	Meeting	Discussion	A
	32	The concept of ____ best describes importance of teamwork.	Unity	Synergy	Team	Group	B
	33	Sharing will help everyone feel involved and ____.	Happy	Sad	Motivated	Close	C
	34	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?	Listen actively	Play	Go around the school	None	A
	35	Tina and Lyra's team are working together to finish the school painting project. What should both the teams do to finish the project?	Resist	Share responsibility	Fight	Argue	B
Managing Conflicts	36	Argument or disagreement between two groups of people is called _____	Teamwork	Conflict	Happiness	None	B
	37	Conflict usually creates ____	Negative emotions	Positive emotions	Happy emotions	Fight	A
	38	Conflict in workplace affects ____.	Ability to work	Get more salary	Clean the office	Common	C
	39	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 _____	Poor communication	Typing error	Stress	Poor listening	A
	40	Shwetha and Rakshit are coworkers. They are angry with each other because they have not completed a project propely. Which is a good way to resolve such conflicts in the workplace?	Remove members	Find different ways to solve the problem	Beat each other	Give police complaint	B

Handling Criticism	41	Negative comments made about our action or performance is called ____.	Appreciation	Congragulations	Criticism	Reward	C
	42	If a person recieves harsh, unfair and very negative criticism, they feel very unhappy. What type of criticism is this?	Helpful criticism	Fair Criticism	Unfair criticism	None	C
	43	During Criticism we must remain ____ and ____ to the person	Happy and Joyful	Calm and listen	Shout and cry	Fight and cry	B
	44	Priya recieved costructive (helpful) criticism from her manager about her latest project. What should she do?	Listen	Understand	Thank her manager	All the above	D
	45	Kishore's manager gave him positive and negative feedback. Kishore is feeling confused. What should he do next?	Calm down and think	Try to understand the positive points given by his manager	Try to understand the negative points given by the manager	All of the above	D
Assessing Your Communication Ability	46	We start communicating when we are _____	Adults	Parents	Children	Old	C
	47	Rita talks to her customers. But she is unable to understand what they say. What should she do?	Improve her listening skills	Stop talking to them	Fight with customers	Stop her business	A
	48	You are unable to share your message properly in an email. Which skill should you improve?	Writting communication	Speaking	Reading	Playing	A
	49	You are scared to communicate with others. What are some ways to solve this problem?	Find your strengths about communication	Find your weakness about communication	Find ways to improve & learn more about your weakness	All of the above	D
	50	Satish always argues with his manager when his manager gives him feedback. What do you do Satish would do?	Listen and understand	Get angry	Feel nervous	Avoid his manager	A

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Naming words	1	English is a _____ language.	Common	Day	Night	Evening	A
	2	Using Internet is easy if we learn _____.	Sports	English	Math's	Science	B
	3	We can learn English by _____.	Cooking	Playing	Reading newspaper	None	C
	4	Tom tries to read the name boards, advertisements and posters that are in English. This helps him to_____ .	Play	Friends	See	Improve his English	D
	5	When people from different states/ countries meet officially, _____ is the commonly used language to communicate with each other.	Latin	English	Newspaper	Action	B
	6	Words that are used to name people, places, animals and things are _____.	Person	Table	Naming words	Key	C
	7	Naming words are also called _____.	Nouns	Verbs	Action	Pronouns	A
	8	Bats fly during the night. In this sentence the word Bat is _____	A boring word	An action word	A cool word	A Naming Word	D
	9	Ram was asked to measure his cupboard . It was 4 feet tall. Here feet mean ____.	Taste	Hand	Leg	Measurement	D
	10	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?	Naming words	His	That	See	A

Naming words - Singular and Plural	11	Cats is an example of ____ word.	Words	Plural	Singular	Opposite	B
	12	Singular naming words are used when ____ person, place or thing is present.	Many	Few	One	None	C
	13	Plural form of child is__.	Person	Infant	Kid	Children	D
	14	A child was working in the computer lab which had many computers. The word "computers" is in the____ form.	Less	Plural	Minimum	Maximum	B
	15	"Vinay visited the dentist because he was suffering from tooth ache. Dentist treats our teeth problems. In this sentence, which is the plural word?"	Teeth	Tooth	Vinay	Dentist	A
Pronouns	16	Pronouns (ex: he, she, her) can be used in the place of _____.	Spellings	Adjective	Verb	Naming words	D
	17	They' is used when we want to refer to ____.	He	She	Many people	Our	C
	18	The pronoun "I" is used for _____.	Many	Myself	Other	That	B
	19	Ramesh is working in Chennai. ____ likes the office environment.	He	It	That	What	A
	20	Sita and I are friends. ____ stays in Gandhi Bazar.	What	She	A	And	B

Action Words	21	Action words are also called ____.	Center	Are	Verbs	Is	C
	22	Verbs tell the action of the ____.	Cow	Change	Act	Naming words	D
	23	Kim fell from her bike yesterday. The action in the sentence is in _____ tense.	Future	Past	Present	Clear	B
	24	"It is going to be a sunny day tomorrow". The action in this sentence is in _____ tense.	Future	Past	Date	Day	A
	25	Arun travels to school by bus. The action word in the sentence is ____.	Bus	travels	school	Arun	B
Describing Objects, Surroundings and Processes	26	Adjectives are ____ words.	Sound	Finish	Describing	Neutral	C
	27	Describing words add more information to the ____.	Naming words	Bad	Sad	Numbers	A
	28	It is a ____ knife. Fill in the correct adjective.	This	Sharp	and	There	B
	29	"The sea is blue". In this sentence ____ is an adjective.	sea	the	is	Blue	D
	30	"Arjun filled water into a large pot". In this sentence the describing word is _____	Large	Arjun	Water	None	A

Introduction to Punctuation	31	The punctuation in a sentence makes the meaning _____ to understand.	ambiguous	unclear	think	clear	D
	32	The beginning of a sentence should start with _____ letter	Capital	Small	cursive	Italics	A
	33	Comma is used to show a ____ within the sentence.	Full stop	Pair	Break	Capital letter	C
	34	Sita wanted to ask Nina about her summer plan. Choose the correct answer.	Nina is your plan.	Nina, what is your summer plan?	What Nina asked?	None	B
	35	"Add comma wherever it is necessary. After the meeting we will go out."	After, the meeting, we will go out.	After the meeting, we will go out.	After the, eeting we will go, out.	After the meetingwe will go out.	B
Kinds of Sentences- Introduction	36	Sentences are _____	group of words with complete meaning.	Verbs	Nouns	Letters	A
	37	A declarative sentence tells us some information or explanation. It ends with _____	Comma (,)	Question mark (?)	Full stop (.)	Exclamatory mark (!)	C
	38	An exclamatory sentence ends with the _____	Full stop (.)	Comma (,)	Question mark (?)	Exclamatory mark (!)	D
	39	"Wow! The flowers in the park are beautiful. This is a _____ sentence. "	Declarative (.)	Exclamatory (!)	None	Interrogative (?)	B
	40	The police were questioning about his crime. What type of sentence is it?	Declarative (.)	None	Exclamatory (!)	Interrogative (?)	A

Writing Simple Sentences	41	Every complete sentence has ____.	1 part	2 parts	3 parts	4 parts	C
	42	The _____ is what or whom a sentence is about.	Subject	Predicate	Object	Verb	A
	43	The correct order for a sentence is _____	Subject, Verb, Object	Subject, Verb	Verb, Object, Subject	Verb, Verb, Subject	A
	44	Radha has learnt how to write a sentence. Which is the subject in this sentence?	Learnt	How	Sentence	Radha	D
	45	Choose the correct sentence.	The road runs on cat.	The cat runs on the road.	Cat road runs.	Runs on thr road cat.	B
Reading Activity	46	The most effective way to get information is by	Writing	Talking	Reading	Activity	C
	47	A poster presents information by using _____	Novel	Story	Images and colours	Exercise for practice	C
	48	Symbols gives us information through ____.	Colours	Images	Words	Posters	B
	49	Yash bought a bag which had recycle symbol. What should he do when the bag is old?	Burn	Throw it in the river	Put it in soil	Should dispose it in recyclable items	D
	50	Raj was driving towards Mysore. On the way he found few arrows marked next to Mysore on the board. What does it suggest ?	Direction	Map	Way	None	A

Speaking	51	People can hear the emotions and see our facial expression when we ____.	Speak	Listen	Taste	See	A
	52	____ contact with the people we are speaking help us to communicate confidently.	Nose	Eye	Ear	Skin	B
	53	Emotions can be expressed through your ____.	Height	Weight	Voice	Situation	C
	54	Sudha said " I feel that these lights are too bright. " What is she communicating?	Question	Answer	Idiom	Opinion Phrase	D
	55	How should Tom tell other that he prefers teacher John is better than Jack? ____ teacher John is a better teacher than teacher Jack.	I order	In my opinion	I disagree	I want	B
Listening	56	Effective communication is to both __.	speak and listen well	Speak well	See well	Learn well	A
	57	We have to ____ for instructions in classroom	Learn	Listen	Work	None	B
	58	Listening is important to ____ the information given.	Forget	Overcome	Understand	Disobey	C
	59	Rahul spends 30 minutes everyday watching news. He writes down few sentences about what is said. What is he trying to do?	Practicing listening	Practicing News	Practicing Movements	None	A
	60	Teacher Meena advised her students to write down 2 or 3 sentences when she explains the lesson. How does it help the students?	Speak	Recollect what she said	Write	Read	B

Talking about Likes and Dislikes	61	Things or activities that we enjoy are ____.	Dislikes	Negative	Both A&B	Likes	D
	62	Dislikes are things towards which we have ____.	Negative emotion	Positive emotion	Likes	None	A
	63	I adore' phrase is used to express ____ of something.	A dislike	A bad feeling	A strong admiration	A poor admiration	C
	64	Naveen is fond of dogs, but Sheetal hates dogs. In this sentence who likes dogs?	Sheetal	Naveen	Both A&B	Dog	B
	65	Smith! Would you like playing cricket or football this evening? If Smith likes to play both how will he answer? ____ playing any of them	I don't mind	I hate	I want	I won't	A
Greetings and Self-introduction	66	Formal greetings are used in ____.	Family	Workplace	House	Friends	B
	67	____ greetings are used while speaking to friends and family.	Formal	Due	Informal	None	C
	68	Which of these is an informal greeting?	Good day	Good morning	Good evening	Hey	D
	69	Malini is attending her new school today. She introduces herself as ____.	Good bye	Hello everyone!	What's up guys	Longtime everyone	B
	70	Sanju met her cousin Kheerti accidentally in a mall. How should she greet her?	Long time, no see!	What are you doing here?	Thank you!	Take care!	A

Asking and responding to questions	71	When you ask someone something it is ____.	Answer	Blank	Question	Response	C
	72	Question always end with a ____.	Comma ,	Question mark ?	Exclamation mark !	Full stop .	B
	73	____questions gives clear indications of the information the person wants to know.	Wh-	Yes or No	No	Both B&C	A
	74	Vinutha was questioned whether she has completed her degree in an interview. How should she respond stating that she has completed?	Yes	No	Yes, I have completed my degree	Completed my degree	C
	75	Tutor asked his student whether he knew to use Windows? How should the student answer?	Done	Yes, I know how to use Windows	Yup	I will know	B
Group discussion on Simple topics	76	When two or more people give their thoughts and view on a topic. It is ____.	Speaking	Listening	Reading	Group discussion	D
	77	Group discussion helps us ____.	Learn more	Solve big problems	Create problems	Both A&B	D
	78	Which of these should not be used to express your opinion in a group discussion?	It seems to me that	Listen to me	In my opinion	I don't quite agree	B
	79	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?	I agree with your plan of action	You must follow what I tell you	Don't come here to talk	I don't agree with your plan	A
	80	Rita had to attend a group discussion on behalf of her company. What is she supposed to do before the meeting?	Attend party	Attend classes	Be prepared about the topic	Take leave	C

Telephone Skills	81	A person who makes a call _____	Keypad	Caller	Phase	Contacts	B
	82	Receiver is a person who ____ the call.	Blocked	Dialer	Receives	None	C
	83	Phone call has ___ phases	End	Middle	Different	Three	D
	84	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?	What is it?	Could you please repeat?	Speak loud	I don't know	B
	85	Harish made a call to the Senior manager in a company. How is he supposed to start the conversation.?	Greet the person	Purpose of call	Thank the person	Good bye	A
Reading and Understanding Job descriptions	86	Document which has details of a job is _____.	Skill	Responsibilities	Job details	None	C
	87	Job title is the name of _____.	Company name	Role you join	Company Job	Summary	B
	88	Location for the job means _____.	Title	Description	Name	Place	D
	89	Ravi read job description which specified "Familiarity with MS office". Should he have a _____	Degree	Certification	Know how to use MS Office	Study	C
	90	Shyam and Ram applied for the same job. Shyam read Job description in detail and made note of important details. Who will know more about the company?	Ram	Shyam	Both A&B	None	B

Speak and Share Information about Workplace	91	If you work in a large & popular company, what type of information is good to share about the workplace?	Type of job & Company name	Name of the workplace alone	Location	None of the above	A
	92	Which of these is not a positive word about your work?	Fun	Exciting	Boring	Interesting	C
	93	A person who works with us is a ____.	Friend	Coworker	Family	None	B
	94	Rai is answering a interview question about his work place. He was not happy with the current team mates. Should he specify ?	Yes	No	His wish	None	B
	95	Ryan wants to speak to HR about his work. He should specify the name of his job, place of work and ____.	Team mates	Senior name	His needs	Some information about his responsibilities	D
Writing Applications & Cover Letters	96	Most of the government job calls will be in ____ format	Paper format	Direct	Indirect	In person	A
	97	A introduction letter is a ____.	e-mail	Cover letter	Letter	Mail	B
	98	When you are interested in working for a company, you will write a _____ letter	Application	Referral	Leave	Prospecting	D
	99	Latha's uncle works in the company where she has applied for job. He gives her his employee details to her. What type of cover letter will Latha write?	Referral	Letter of interest	Leave letter	Letter of absence	A
	100	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?	Shilpa -Age	Shilpa- Job Position	Education qualification	Pervious experience	B

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Introduction to Digital Skills	1	If one can use a computer and the internet comfortably. It is called _____ Literacy	Sports Literacy	Digital Literacy	Cultural Literacy	Language Literacy	B
	2	In which of the following tasks, do we need digital literacy?	Finding information online	Creating a resume	Communication through emails	All of the above	D
	3	Which of the following is done without the help of the internet?	Cooking	Searching online jobs	Watching videos	Creating a Digital Resume	A
	4	Krishna is a teacher, he wants to conduct classes online. Which of these devices can he use?	Computer	Laptop	Tablet	All of the above	D
	5	Saleem needs to talk about digital skills that are required at work. Which of these works needs digital skills?	Communicating through emails and chat	Creating and editing documents and worksheets	Creating and editing worksheets	All of the above	D
Basics of Computers	6	Which of the following is not a part of a desktop Computer?	Monitor	Antenna	Web Camera	Mouse	B
	7	What does CPU stand for?	Cost per unit	Central power unit	Central Processing Unit	Cutting power unit	C
	8	What is the brain of a Computer?	Web Camera	Trackpad	Monitor	Central Processing Unit	D
	9	Safeena wants to talk to her friend on a video call. Which of the following is necessary in a desktop computer?	Trackpad	Remote	Printer	Web Camera	D
	10	Rashmi just bought a new laptop since her computer stopped working. Which part of the laptop does the same function as the mouse?	Trackpad	Speakers	Key Board	Desktop	A

Exploring a Computer	11	While using a desktop computer, where is the power button usually present?	On the keyboard	On the CPU	On the speaker	On the Mouse	B
	12	_____ is the most commonly used word for switching off a computer.	hang up	switch on	Shut Down	Power on	C
	13	Which of the following devices can be connected using bluetooth?	Mouse	Ear phones	Speakers	All of the above	D
	14	Sonu wants to connect a device wirelessly to a computer. Which technology can he use?	Bluetooth	Wire	Switches	USB	A
	15	Rajesh does not know how to connect to earphones using Bluetooth. What can he do?	Use google search	Throw away the earphones	Purchase new earphones	Sell the earphones	A
Exploring Windows Operating System	16	_____ is the software that is put in a computer so that one can use it.	Operating System	Software	App Store	Settings	A
	17	Which of the following is the most common operating system?	Printer	MS Office	Router	Windows	D
	18	Full form for OS	Operating System	Opening Screen	Opening Software	Original System	A
	19	Riya does not know which version of windows is installed on her laptop. How can she identify the version?	By uninstalling the windows	By looking at the opening screen	By shutting down the computer	By reinstalling the windows	B
	20	Nayan wants to search for a file quickly. Which feature can he use?	Click on 'Type here to search'	Play Store	Start	Bluetooth	A

Creating and Saving Files	21	On a computer, a file can be created using which of these applications?	MS Word	MS Excel	MS Powerpoint	All of the above	D
	22	What is the shortcut key to save a file?	Ctrl+S	Ctrl+X	Ctrl+V	Ctrl+P	A
	23	What is the shortcut key to copy a file?	Ctrl+C	Ctrl+X	Ctrl+S	Ctrl+P	A
	24	Nimal wants to transfer files from one location to another on her laptop. Which of the following can be done to do so?	Click on power off button	Select the file, press Ctrl X and Ctrl V to paste it	Click on escape button	Click on backspace button	B
	25	Krupa wants to safeguard the information on her system. Which of the following are safe ways to save information on a computer?	Set a strong password for your computer.	Always close/ lock your computer when you are not using it	Save your files with a clear name.	All of the above	D
Basics of MS Word	26	Which of these is the short cut for making the text bold?	Ctrl+S	Ctrl+B	Ctrl+U	Ctrl+I	B
	27	_____ is a band that will be at the top of the MS Word screen.	Menu Bar	Task Bar	Space Bar	Start bar	A
	28	The _____ tab helps to change the type of page (portrait or landscape)	Layout	Insert	Design	Review	A
	29	Joseph wants to make the letters in the words slant to one side. Which option should he use?	Bold	Italic	Underline	Numbered List	B
	30	Amira wants to underline the title of her document. Which shortcut key should she use?	Ctrl+S	Ctrl+B	Ctrl+U	Ctrl+I	C

Creating Documents on MS Word	31	In MS Word, you can change the text in the document to look different. This process is called _____	Printing	Saving	Deleting	Formatting	D
	32	What is the shortcut key for Undo?	Ctrl+Z	Ctrl+B	Ctrl+U	Ctrl+I	A
	33	What is the shortcut key for Print?	Ctrl+Z	Ctrl+B	Ctrl+U	Ctrl+P	D
	34	Krish typed the sentence soon, he realized that the previous sentence was correct. Which option can he use to change it back?	Save	Print	Undo	Cut	C
	35	Paul wants to save his word document of a project. Which layout format should he use for all official documents?	Portrait	Landscape	Cut	Undo	C
Basics of MS Excel	36	_____ is a tool to organize a large amount of data in an easy and understandable way.	Excel	Chrome	Paint	Print	A
	37	Which of the following can be done using Excel?	Save the document	Make complicated calculations with numbers	Print the document	All of the above	D
	38	Each new page in the excel worksheet is called a _____	Sheet	Row	Column	Cell	A
	39	Harsha has selected a single line of cells from top to bottom. She has selected a _____	Page	Row	Column	Cell	C
	40	"Mohit wants to move from one cell to another. He can do that by using the _____ on the keyboard." "	Ctrl+Z	Arrow keys	Ctrl+B	A1,B1.C1 ...	B

Simple Functions on MS Excel	41	What happens when we use this function? =SUM(B4:G4)	The numbers in cells from B4 to G4 are added	The number in B4 is deleted	The number from B4 will be copied	The number from G4 will be copied	A
	42	What happens when we use this function? =AVERAGE(B4:G4)	The average of numbers in cells from B4 to G4 is calculated	The number in B4 is deleted	The number from B4 will be copied	The number from G4 will be copied	A
	43	Which of the following is the symbol of Autosum?		Z		Y	A
	44	Vanaja wants to save her excel workbook. How can she do it?	By closing the sheet	By pressing Ctrl and S on the keyboard	By deleting it	By writing it	B
	45	Trisha entered a number in E column and row 5. What is the name of that cell	E1	E	E5	5	C
Introduction to the Internet	46	which of the following are the ways to connect your device to the internet?	Use a mouse	Using a wifi or mobile data connection	Use a printer	Use bluetooth	B
	47	Which of the following tasks can be done using the internet?	Information about the job openings	Create a digital resume and forward to the different companies	Learning any new things to upskill us	All of the above	D
	48	Which of the following are the top benefits of using the internet?	Speed of communication	safety	access to information	All of the above	D
	49	Jerry wants to use a mobile data connection to access the Internet on other devices. To which device can she connect the data?	Tablet	Desktop	TV	Radio	A
	50	Ram wants to use the Wi-Fi connection. Which of the following statements is correct?	Connect to any Wi-Fi connection you are familiar with.	Connect your device to any WiFi connection that you are not familiar with.	Do not connect to any Wifi Connection that doesn't need a password. It may not be safe	Connect your device to any WiFi connection shared by stranger.	A

Using Search Engines	51	_____ is called the library of internet	Software	Search Engine	Hardware	Mouse	B
	52	We need an _____ and a search engine to access the information on the web.	Internet connection	Mouse	Data cable	Key board	A
	53	It is very important to use the correct words to tell the search engine what to look for. These are called _____	Keywords	Web page	Website	internet	A
	54	Maya wants to find the capital city for Germany, she can use which of the following search engines to find the information?	Google	Bing	Yahoo	All of the above	D
	55	Jyothi understands that all the information is stored on 'web pages'. What is the role of web pages?	'Web pages' act as a search engine	'Web pages' act as a library	'Web pages' act as a internet	None of the above	
Searching for the right information online	56	Which of the following is universal ID card	Bank Credit card	PAN Card	Adhar Card	Employers ID card	C
	57	Which website to use to book the train tickets	"http://www.india.gov.in/"	https://myaadhaar.uidai.gov.in	http://www.irctc.co.in/	" http: //www.igod.gov.in "	C
	58	_____ website can be used to find information on schemes and initiatives across all sectors, from tourism to employment to agriculture.	http://www.india.gov.in	http://www.swayam.gov.in/	" http: //www.igod.gov.in "	http://www.education.gov.in/	C
	59	Anju wants to upskill her in designing and stitching, which of the following portals will be relevant for the same?	http://www.swayam.gov.in/	" http: //www.igod.gov.in "	"http://www.india.gov.in/"	None of the above	A
	60	Priya wants to apply for her Aadhaar card as it's an important document to be submitted while joining a new job, which of the following government portals will be helpful for her?	"http://www.india.gov.in/"	https://myaadhaar.uidai.gov.in	"http://www.swayam.gov.in/ "	All of the above	B

Social Media	61	Which of the following is not a social media app?	Instagram	Whatsapp	Linkedin	Amazon	D
	62	Which of the following app is not used for chatting, video calls and group calls	Instagram	Whatsapp	Telegram	None of the above	D
	63	"_____ a profile can show your education qualification, your skills and your experience."	Google mail	Linkedin	Whatsapp	Telegram	B
	64	Naina wants to take a few safety Measures on Social media. What is that refers to?	Do not share information with unknown	Do not share personal information	Do not send a rude or mean comments	All of the above	D
	65	Ridhima wants to post something in her social media, what she has to follow to be safe on social media?	Avoid sharing any password	Avoid sharing address	Avoid sharing locations	All of the above	D
Social Media for Professional Development	66	Before sharing the information on social media THINK questions to be asked by oneself;	Is it True?	Is it Necessary?	Is it Helpful?	All of the above	D
	67	Which of the following is not an example of using social media and internet in an impactful and successful way?	Sharing Jokes on a particular religion	Encouraging people to donate money for the social cause	Mentoring and supporting people	Sharing verified news	A
	68	"_____ is an organisation that uses digital technology to help people in rural India."	Digital Empowerment (DE)	Digital Empowerment Foundation (DEF)	Digital Education Foundation (DEF)	Digital Education Fund (DEF)	B
	69	Rama has started using Social Media, which of the following Acts she must not do as responsible usage?	Posting Personal Information Publicly	Connecting with professionals from her field	Searching Jobs online	Use social media to find the latest information.	A
	70	Radha wants to use social media for her professional growth. She can join groups according to her _____.	Skin colour	Qualification	Career or subject interests	Age	C

Internet Safety	71	Laws for activities on the internet is called	labour laws	cyber laws	environment protection laws	Criminal laws	B
	72	What does SMART tips for internet safety stands for?	"Stay Simple Manageable Attractive Reasonable Timely"	"Stay Safe Don't Meet up Accepting Files Reliable Tell Someone"	"Stay Simple Meet Up Acceptable Reachable Tell about yourself"	None of the above	B
	73	"_____ is a tool that blocks unsafe pages when you are using a search engine"	Telegram	Google	Safe search	Web page	C
	74	The safe search tool can be switched on and off for any search engine by changing the _____	Settings	Web page	Computer/Device	View Mode	A
	75	Ritika has received a message for bank transaction that was not done by her and her friends have asked her to file a complaint under cyber crime. Which of the following portal will be filling the complaint?	www.cybercrime.gov.in	www.ccrime.gov.in	www.indiacybercrime.gov.in	www.cybercrimeindia.gov.in	A
Communication using Email	76	Which of the following formats of an Email ID is correct?	joseph@gmail	Joseph@gmail.com	Joseph@outlook.gmail	gmail@joseph.com	B
	77	"Which of the following is used to send a copy of an email to another person without the original receiver of the email knowing."	Attach file	Subject	CC(Carbon Copy)	To	D
	78	While creating a Gmail account 'Create an account for myself' option will be chosen to _____	create a business account	Create a Personal account	Create a company account	None of the above	B
	79	The _____ is a few words that can quickly tell, what the email is about.	Compose	Subject	Inbox	ID	B
	80	Azim has received a new mail from his teacher. Where can he check the mail received?	Inbox	Sent	Draft	Compose	A

Introduction to mobile Applications	81	A mobile application or App is a software that is made to be used on a _____	Calculator	Washing machine	smart device like a smartphone or tablet	All of the above	C
	82	_____ are the most convenient way to do something online.	Mobile apps	Desktop	Monitor	Keypad	A
	83	Choose the mobile app form the following options.	Linkedin	YouTube	Facebook	All of the above	D
	84	Preeti wants to find a video on pasta recipe. Which of the following mobile app can she use for the same?	Whatsapp	Email	YouTube	Mobile Banking	C
	85	Kirti attended a guest lecture. How can she utilize her mobile phone to understand the difficult words?	Shopping app	Use a dictionary app	Grocery app	Cosmetics store app	B
Internet of Things(IoT)	86	Which of the following is a smart device?	Smart Watch	Smart Phone	Smart TV	All of the above	D
	87	Alexa is a _____ assistant	Digital voice controlled	Office Assistant	Home Assistant	None of the above	A
	88	Choose the most appropriate things that an alexa can do	Check the weather	Call phones	Play Music	All of the above	D
	89	Mark the voice-controlled digital assistant in the below list	Alexa	Siri	Google Assistant	All of the above	D
	90	Komal wants to regularly montior her body conditions like temperature and heartbeat. Which of the following device can help her ?	Mobile Phone	Calculator	Siri	Smart watch	D

Using Online Meeting Tools for Interviews	91	For online meetings, you can share ____, for the people to join the meeting	Personal mobile number	Location	email id	Meeting Link or ID	D
	92	Which of the following feature in not available in online meeting tools	Display Participants contact number	Everyone can speak to each other and hear each other.	Everyone can turn on the camera on their own devices	After the meeting, the online meeting can be closed and ended.	A
	93	To find list of Participants in a Zoom meeting , click on participants option on ____ of the screen	Top	Bottom	Left Side	Right Side	B
	94	Post-covid we adopted the virtual world. Meeting that happen online through the internet are called as _____	Online meeting	Physical Meeting	Offline Meeting	None of the above	A
	95	"Meena is using google meet for the first time. She can use the same login account details as her _____"	Amazon account	Bank account	Gmail account	Zoho account	C
Explore popular Sites for Learning and career growth	96	Which of the following Website is to learn new languages for free?	Linkedin	Duolingo	Codeacademy	All of the above	B
	97	Which of the following websites is helpful in learning and career growth	Codeacademy	Khan Academy	Coursera	All of the above	D
	98	Sam wants to learn computer coding skills for free and his friend has recommended____ website for the same	Duolingo	Khan Academy	NPTEL	Codeacademy	D
	99	Khan Academy is the most recommended website for_____	free online material on school subjects like economics, physics, algebra,etc.	Online meetings	learning a new language for free	Job search	A
	100	Internet is the best place to be a _____	Life long learner	Self learner	Continuous learner	All of the above	D

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Gender Stereotypes	1	"Physical body and the sexual organs that we are born with refers to person's_____"	Gender	Sex	Age	Biodata	B
	2	"_____ is a belief/idea which may not be true."	Sex	Gender	Stereotype	Feminine	C
	3	Boys are often discouraged from expressing their _____	Thoughts	Emotions	Ideas	Joyness	B
	4	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_____	Stereotype	Trust	Angry	Stress	A
	5	Azim wants to learn dancing and challange gender stereotype. It is completely _____	Irrelavant	Impossible	Opposite	Okay	D
"Understanding Gender Based Discrimination"	6	"_____can lead to division of people, communitis and familes."	Anger	Ego	Discrimination	Gender	C
	7	In India, more _____ under the age of 5 do not get enough nourishment.	boys	girls	animals	men	B
	8	Discrimination can make a person feel _____	weak	disturbed	divided	all of the above	C
	9	Julee is treated differently due to her skin colour. It is _____	Discrimination	Sexual Harassment	Jealous	Fight	A
	10	"Ajaa says women are better teachers than men. Sunita stops her and said that you cannot say something like this because it is_____"	Idea	Opinion	Suggestion	Discrimination	D

Gender Equality	11	Equality means in the same situation, people have the _____	Same rights	Same status	Same opportunities	All of these	D
	12	Irrespective of their gender identities; all people must have the same rights. This is called _____	Gender equality	Gender Stereotype	Gender Discrimination	Gender rights	A
	13	Women and men are often not paid the same salary for the same job. This is known as _____	Gender gap	Wage gap	Learning gap	Nutrition gap	B
	14	Neena is born as differently abled. Her teachers must treat her _____	Differently	Unevenly	Equally	Unlike	C
	15	Anita and her partner are paid the same salary for the same job. This is a good example of _____.	Jealousy	Gender equality	Discrimination	Stereotype	B
Diversity in Workplace	16	Workplace is a place where employees from different backgrounds are hired and they work in a safe and respectful environment. This is an example of _____	Diversity	Thoughts	Emotions	Ideas	A
	17	People of different sex, gender, caste, class, culture, age, physical appearance, education, abilities must feel _____	Unsafe and worried	Safe and respected	Unsafe and bullied	Threatened and policed	B
	18	A diverse workplace increases _____	Productivity	Workload	Stress	Tension	A
	19	Tanvi's team has many barriers to having a diverse workforce. This may lead to _____	Stability	Conflicts	Peace	Productivity	B
	20	Meena is not comfortable talking to her colleagues in English. This is an example of _____	Caste barrier	Cultural barrier	Communication barrier	Gender barrier	C

Inclusion in the Workplace	21	"The practice of including people with respect and empathy is called _____"	Inclusion	Conflict	Culture	Gender	A
	22	An inclusive environment is needed for happiness and _____ at work	Ideas	Growth	Wage gap	Stereotype	B
	23	Inclusion in a workplace happens when every member of the company gets the same _____ at work.	Chances	Culture	Nutrition	Age	A
	24	The word Chairperson needs to be used instead of Chairman. This is a practice of _____	Ego	Angry	Attitude	Inclusion	D
	25	Subir wants to celebrate all festivals at the workplace. This shows that he is _____	Inclusive	Productive	Disciplined	Silent	A
Sexual Harassment in the Workplace: POSH Act	26	----- is a serious issue that affects an individual's mental, emotional, physical wellbeing in the workplace.	Company rules	Meeting with the manager	Sexual harassment	Travel leave	C
	27	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 _____	SOS	SHWW	PPR	POSH	D
	28	As per the POSH Act, any workplace that has 10 or more employees must constitute an _____	Internal Committee (IC).	Employees	Police Station	Help desk	A
	29	Sexual Harassment at workplace can happen at _____	Office	Office whatsapp group	Office online meeting	All of these	D
	30	Under POSH, a workplace is a	office space	all places visited by the employee for the purpose of work	transportation provided by the employer	All of these	D

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Introduction to Money Management	1	Financial literacy is understanding the way money is	Saved	Spent	Invested	All of them	D
	2	Costly things that are not essential for our survival are	Needs	Wants	Luxuries	Savings	C
	3	Things that are needed for survival are ____.	Wants	Needs	Savings	Expenses	B
	4	Sunitha earns ten thousand every month. She keeps two thousand aside. She will use this money in case of ____.	Emergencies	Party	Bills	Travel	A
	5	Gopi spends his salary on movies, groceries, house rent and clothes. Where can he reduce his expenses to save some money.	Clothes	House rent	Movies	Groceries	C
Basics of Banking	6	All financial activity can be done through a ____.	Bank	School	College	Workplace	A
	7	Institution licensed by the government to keep money safe is ____	Hospital	Bank	Panchayat	Assembly	B
	8	When a person deposits a fixed sum of money every month, it is ____ account	Recurring Deposit	Saving Account	Current Account	Fixed Deposit	A
	9	Arya has joined a new company. They want him to open a ____ account so that they can credit his salary.	Fixed deposit	Recurring deposit	Salary account	Current account	C
	10	Avinash needs to know about his last month transactions. How can he get these details?	Passbook	Debit Card	Credit card	Cheque book	A

Online Banking And Digital Transactions	11	Online banking is also called ____.	Home banking	Office banking	Net banking	Self banking	C
	12	Financial transactions can happen in ____	Loan	Digital transactions	Cash coupon	Digital transactions	D
	13	Disha wants to pay money to the her loan account. How can she do it without going to the bank?	Online transfer	Open bank account	Close account	Withdraw from ATM	A
	14	Indu booked her railway ticket from the website and paid using online banking. What type of transaction is it?	Cash Payment	Digital transactions	Amount	Credit	B
	15	Ravi went out shopping, but he forgot to carry his wallet. How can he pay for his bills?	Digital wallets	Loan	Credit	Banking	A
Mobile Banking Apps	16	Net banking is done on a computer through a ____.	Phone	Friend	Cashier	Website	D
	17	On Smartphone we can do mobile banking through ____.	Website	Mobile app	IFSC	Bank	B
	18	We can use net banking for	Checking statement	Transfer funds	Pay bills	All of them	D
	19	Jannu logged into her bank using her friend's laptop. What should she do to the website?	Logged In	Log out	Leave the page	keep Logged in	B
	20	Pragathi downloaded the bank app on her mobile. She should not share her ____ with anyone	Password	MPIN	OTP	All of them	D

Online Payments	21	Online payment app used on mobile device is	Digital wallets	Credit	App	Deposits	A
	22	Which among these is not a digital wallet?	Google pay	PayTM	BHIM UPI	Internet explorer	D
	23	A square, black and a white code that can be scanned with the camera is a ____.	QR code	Password	Login	User ID	A
	24	On a bank holiday, which of these methods cannot be used by Shahab for money transfer?	BHIM app	Google pay	Bank deposit	Money transfer	C
	25	Sam opened a new shop. Which of these methods can he use to receive payments into his account?	Money order	QR code	Loan	Bank deposit	B
Salary	26	Regular payment made by the employer to the employee is ____.	Appraisal	Debt	Loan	Salary	D
	27	Deductions should be paid from the ____.	Gross salary	Net Salary	Earnings	Basic Salary	A
	28	The government collects ____ from the citizens.	Loan	Tax	Deductions	Conveyance	B
	29	Karthik has joined a new company. His salary is 3 lakh per year. This is his ____ salary	Approximate	Basic	Net	Gross	D
	30	Simon's company calculated the income tax and paid on behalf of him. This is called ____.	House rent allowance	Interest	TDS	NPS	C

Savings	31	The amount put aside without being spent is ____.	Savings	Bill	Tax	Deductions	A
	32	Money put aside for a big expense many years from now is ____ saving	Long term	Goal	Vacation	Doctor	A
	33	Which among these is not good saving habit?	Shopping on websites	Tracking your expenses	Clearing goals	Saving money in bank	A
	34	Rajesh wants to save 6000 every year for his old age. How much should he save every month?	100	500	50	6000	B
	35	Abhi wants to teach his 10 yr old daughter to save money from the pocket money she receives. Which option is the best?	RD account	Loan	Piggy bank	Loan	C
Loans and Insurance	36	Money borrowed from bank or a person is ____	Tax	Gift	Interest	Loan	D
	37	The loan can be repaid in ____	Small amount	Full amount	Delayed	Free	A
	38	The price we pay for borrowing money is ____.	Loan	Interest	Hidden charges	Processing charges	B
	39	Rita wants to complete her higher education from a good university. Which loan should she apply for?	Home loan	Personal loan	Education loan	Auto loan	C
	40	Priya's mother had to undergo an expensive surgery. She was able to pay for it through her ____.	Life insurance	Vehicle insurance	Home insurance	Medical insurance	D

Legal Literacy	41	Knowledge and awareness of laws is called ____	RTI	Legal literacy	Awareness	Constitution	B
	42	RTI means	Road transport institute	Right to Insurance	Right to inform	Right to Information	D
	43	Online portal set up by the government to make any government related complaints is ____.	Public grievances portal	Place grievances portal	Public informing portal	Public information portal	A
	44	Sudha just delivered a baby. For how can she take a maternity leave entitled to her as an employee?	2 months	5 months	26 weeks	One year	C
	45	Paul just got hired and received his employment letter. He is supposed to read it carefully and sign as it is a ____.	Certificate	Legal binding document	Marks card	Poster	B

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Introduction to Entrepreneurship	1	What is Entrepreneurship?	Starting a new Career	Managing Career	Running your own business	Supporting a Business person	C
	2	What are the duties of an entrepreneur?	Talking to customers	Managing finances and budgets	Managing the business	All of the above	D
	3	An Entrepreneur runs a business mainly to ----- -----	Gain Experience	Work	Support other business person	Earn Profits	D
	4	Pratibha wants to start a Biryani Hotel. What will she need first?	Business plan	Name Board	Food Items	Kitchen Equipments	A
	5	Shaheen wants good cooks to work in her hotel. What is a proper way to hire them?	By reaching other hotel staffs	By advertising the Job	By asking his Relatives	None of the above	B
Entrepreneurial Mindset	6	What is the most important skill needed for a successful Entrepreneur?	Earning Money	Serving the Society	Having an Entrepreneurial Mindset	Expanding markets	C
	7	An Entrepreneur can help the society by ----- -----	Seeking new Opportunities	Marketing the product	Work with a team of people	Creating Job Opportunities	D
	8	Qualities of a strong entrepreneur are ----- -----	Learning from Failures	Building relationship with customers	Working hard	All of the above	D
	9	Pooja started a foodcourt which gave good profit, with many customers. One year later, her customers reduced. What should Pooja do to solve this problem?	Change the Cooking Style	Collect the Feedback from the Customers	Close the Food court	Change her business	B
	10	Raju wants to start a Textile shop, which of the following is the first step?	Rent a Shop	Purchase New Fabrics	Business Plan	Hire Staff	C

Difference between Self-Employment and Entrepreneurship	11	What is Self - Employment?	Business person	Freelancing or running a business rather than working for an employer	Sell food items	Entrepreneur	B
	12	A person who hires other people for their business is an _____	Self -Employed	Employee	Entrepreneur	Employer	C
	13	What are the qualities of an entrepreneur that a self-employed person also needs to have?	Creative Thinking	Problem Solving	Customer Service	All of the above	D
	14	Vidya is single-handedly selling homemade pickles to her neighbors. Who is Vidya?	Seller	Self-employed	Entrepreneur	Distributor	B
	15	"Pawan provides AC repair services at a fixed fee. He has a contract with a local AC store - The store refers him to customers who need to repair their AC Who is Pawan?"	Entrepreneur	Contract Job	Internship	Self-Employed	D
Market Scan: Exploring the Market	16	How does Market Scan help a business?	Give an idea about the customers	Help understand about other similar business	Help to make the business plan	All of the above	D
	17	Market scan covers-----	Analyze customer needs and anticipate competitive actions	Understaning the Business market	Customer interaction	Market research	A
	18	Market Scan can be conducted to find out -----	Information on customers' need	Information on new trends	Information on competitors	All of the above	D
	19	Geetha wants to start a tailoring shop (boutique). Her trainer asked her to do a Market Scan. Geetha should do the Market Scan in _____.	Bakery sector	Beauty Parlours	Tailoring and Textile Industry	Packing company	C
	20	Lakshmi plans to start a beauty parlor. What kind of information should she NOT collect in the Market Scan?	Information on clothes and shoes	Information on types of customers	Information on cost of materials for the beauty parlor	Information on shop location and rent	A

Understanding Customer Needs	21	Customer's needs can be understood through --- -----	Customer Survey	Selling	Talking to our family	Customer service	A
	22	An Entrepreneur needs to maintain good ----- ----- with his customers	Communication	Relationship	Behavior	Friendship	B
	23	Customers like a product or service because of -----	Price	Good Quality	Feel of the product or service	All of the above	D
	24	Shilpa wants to start a soap-making company. What kind of questions should she NOT ask her customers?	Which types of soaps do you buy?	Do you like to eat chats?	How much do you pay for soap?	Do you use soap?	B
	25	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?	Loan from Banks	Buying products from others	Search how to advertise the product	Reserach on products & services that customers are currently using	D
Selecting a Type of Business: Product or Service	26	Product and service are two things that can be sold. Product is what can be seen, touched and used. Service is what we -----	Buy from vegetable shop	Feel, Experience and Enjoy	Pay with Gpay	Do not enjoy	B
	27	Product is an object that can be-----	Seen	Touched	Seen, Touched and Used	Used	C
	28	Sharvan serves as a delivery agent delivering tomatoes from a farmer to a company that makes tomato sauce. What is Sharvan's job?	Seller	Service Provider	Buyer	Distributor	B
	29	Select the example of a service from the options.	Masala Dosa	Mobile Repair	Water Bottle	Chicken Kabab	B
	30	Select the example of a product from the options.	Home painting	Parlor service	Shirt	Bike repair	C

My Final Business Idea	31	The business idea should----- .	Satisfy only my needs	Fulfill needs or solve problems	Save the world	None of the above	B
	32	A good business idea for a young or new entrepreneur should be sustainable. This means _____	It is easy to use	It has many details	It has budget	It is planned for the present and future business growth	D
	33	What do customers want from any product or service?	Good price	Customers satisfaction	Quality	All of the above	D
	34	Low Investment business plan means _____	The plan is a new idea	The plan needs a small amount to start a business	The plan should be simple	The plan should start immediately	B
	35	Unique Selling Proposition or USP of a business plan refers to _____	A special budget for the business	A new customer for the business	A special or different idea for a business	An old business is updated	C
Building your Business plan	36	A _____ is a document with complete strategy for the business	Strategy Report	Action Plan	Business plan	Stakholder Report	C
	37	_____ is not a part of a good business plan	Weather Report	Marketing Strategy	Customer Analysis	Budget	A
	38	_____ is about the competition in the online or offline market	People Analysis	Competitor Analysis	Customer Analysis	Budget plan	B
	39	How can we understand what customers want?	By doing research on customer needs	By advertising the business	Selling a new product	By moving to a new business	A
	40	_____ part of a business plan has details of money retated details of the whole business.	Product Details	Customer Analysis	Business Succession Plan	Costing	D

Pitching for your business	41	A _____ is a short and effective presentation to describe the business	Customer Analysis	Communication	Return on Investment	Business Pitch	D
	42	A Business pitch is presented to investors who helps us with _____, _____, and _____.	Customer and Quality	Money, Resources, and Mentoring Support	Plan and Marketing	Profit and Loss	B
	43	Who can support Entrepreneurs by providing business schemes and loans at low interest rates?	Customers	Startup Investors	Banks	Friends	C
	44	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?	2 to 3 mins	10 mins	15 mins	1 min	A
	45	In a business, _____ is the money involved to build a product.	Cost	Profit	Price	Discount	A
Basic legal functions needed for any business	46	Any small business run by a single person is called as _____.	Multinational Unit	Partnership	Sole Proprietorship	Private Limited	C
	47	Bindu has started a small auto repair shop. She is the only proprietor for the business. Which kind of business it is?	Partnership	Private Limited	Multinational Unit	Sole Proprietorship	D
	48	_____ is run by Govt. of India to implement rules and regulations of the enterprises.	MSDE	MSME	NIMI	DGT	B
	49	Which document is not required to complete UDYAM/MSME registration?	PAN Card	Aadhar Card	Income Tax Return	Blood Certificate	D
	50	Rahim is filing tax for the first time for his business. Which of these elements are NOT needed for filing tax?	Birth Certificate	PAN Card	Aadhar Card	Income Tax Return	D

Marketing in the 21st century	51	Price is an important part of marketing. Price means _____	Marketing	Rate of a product in rupees	Promotion	Raw Materials	B
	52	Giving festival offers, free samples and price discounts are _____ in marketing.	Physical evidence	Packaging	Promotion	Place	C
	53	Marketing helps the customer to learn about _____.	Price	Availability	Special Discounts	All of the above	D
	54	Which among the following is not a part of 7P's of marketing.	Product	Packaging	Price	Pickles	D
	55	Tom wants to start a shop selling books, pens etc. Which is the best place to have his shop?	Near college and schools	Near the river	At his house	Near fish market	A
Accounting for business	56	Total cost is equal to ?	Variable Cost + Discount	Investment + Fixed Cost	Variable Cost + Fixed cost	Fixed Salary + ROI	C
	57	_____ cost increases or decreases depending on how much we produce or sell.	Variable	Fixed	Total	Maintenance	A
	58	Preeti is renting a kitchen to run a Paratha Shop, The rent of the kitchen is _____ cost?	Variable	Total	Fixed	Admin	C
	59	_____ is the money we invest in producing a product or service.	Business revenue	Product Cost	Product Price	Business Pitch	B
	60	Mani is a painter and he buys new brushes and tins for painting. What type of cost it is?	Total Cost	Fixed Cost	Variable Cost	Maintenance	B

Funding for your business	61	The word funding means _____	Money for shopping	Saving and Spending	Money to start a business	Bank account	C
	62	A _____ is a new business, which later grows into a big company	NSIC	Parlours	Hotels	Start Up	D
	63	_____ supports entrepreneurs to get loans under several schemes in district level.	National small industries corporation (NSIC)	District Industry Centres (DIC)	SIDO	SSLC	B
	64	Individuals who invest their money in a business are called as _____	Business Plan	Partners	Sole Proprietorship	Angel Investors	D
	65	Who can apply for a MUDRA loan to start a business?	A baby	A shopkeeper	A politician	A teacher	B
Business stories: Learning from successes and failures	66	A product name that has been officially registered with the Trademark Registry of India is called	Marked	Trademark	Registered	Token	B
	67	Entrepreneurs learn from their success as well as their _____	Failures	Friends	Profit	Business Pitch	A
	68	The secret to growing your business is to choose the right _____ to support your growth	Clothes	Loss	Friends	Team	D
	69	Wahid wants to register his product under a trademark. What is the benefit of getting a trademark for your product?	He can sell it at higher rate	No one else can use the same product name	He will get a lot of success	He can take many loans	B
	70	Joy started a homemade pickle business. He has not been able to get profit in the first 2 months. What should he do?	End his business	Borrow money	Find for reasons for his failure & learn from them	Get angry	C

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Introduction to the World of Work	1	An occupation undertaken for a long period and with opportunities for progress is called	Job	Career	Work	None	B
	2	Everything that we do outside work is ____.	Personal life	Professional life	Tuition	Dislikes	A
	3	Balance in _____ is important to have a healthy and happy life.	Career demand	Job satisfaction	Work-life	Salary	C
	4	Siddhu is planning to start his career. He should have ____.	Education	Career plan	Resume	All of them	D
	5	Sanjay is working as a college principal. He may have multiple _____ over the years	Tours	Issues	Jobs	Field	C
My Interests and Abilities	6	Activities that one is good at and can do are called _____.	Abilities	Interests	Passion	None	A
	7	Things that one loves to do are called _____.	Abilities	Job	Interests	Work	C
	8	We should choose our career based on our _____.	Disadvantages	Strengths	Weakness	Workplace	B
	9	Nisha loves cooking. But she is good at dancing. Her ability is ____	Cooking	Dancing	Painting	Singing	B
	10	Jack is very good at MS excel. When he must apply for job based on his _____.	Interests	Abilities	Decision	Mood	B

Building My Career Pathway	11	A ____ path is a series of jobs to help you progress towards your goals.	Career	Foot	Unsatisfying	Work	A
	12	One must choose the career path based on the changing_____.	Interests	Abilities	Cities	Market demands	D
	13	Creating ____ posters can give a lot of clarity on the career.	Career pathway	Ability	Work	Interest	A
	14	Suraj has finished his ITI course. He can create a career path that helps him progress towards his ____and _____.	Cooking and painting	Goals and Objectives	Strengths and weakness	Singing and dancing	B
	15	Prem has completed his fashion design course. Which of the following he must consider choosing a career path?	Demands	Trends	Ability	All of them	D
Job Market Research	16	A process by which we can understand changing world of work is ____.	Adobe Scan	Market Scan	Career pathways	Job search	B
	17	"Which is not a way to collect data about a career?"	Playing cricket	Magazines	Career guidance agencies	News papers	A
	18	The source of information for a market scan can be _____.	Internet	Industry visits	Alumni	All of them	D
	19	Latha is planning to join a beauty salon. But she is not very sure about this profession. What should she do?	Discuss with Professionals	Discuss with parents	Discuss with classmates	Discuss with strangers	A
	20	Raghu's father had a typewriting press/shop. Now, he is replacing typewriters with_____.	Phones	Computer	TV	Radio	B

Goal setting for your Career	21	A clear plan and action taken for your life is ____.	Century	Desire	Goal	None	C
	22	The goal that someone plan to achieve within a year is called a_____.	Long term goal	Steps	Milestone	Desire	C
	23	SMART stands for ____.	"Specific, Measurable, Achievable, Relevant, and Time-Bound. "	Specific, Measurable, Archive, Relevant, and Time-Bound.	Specific, Measurable, Achievable, Relevant, and Trim	Specific, Memorable, Achievable, Relevant, and Time-Bound.	A
	24	Nithya has a set goal to get 75% in her 10th exam. This is a ____ goal	Smart	Star	Great	Real	A
	25	Ramesh wanted to collect 50 stamps in 6 months. So, he started by collecting two stamps every week. This is a _____goal.	Short-term	Life-time	Long-term	Unrealistic	A

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Customer Service and Relationship Building	1	A person who buys a product is a ____.	Student	Customer	Seller	Servicer	B
	2	Service given to the customer before, during or after a purchase is ____.	Customer service	Auto Service	Management Service	None	A
	3	Growth of business is based on how you ____ customers .	Talk to costumers	Take feedback from customers	Help customers	All of the above	D
	4	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?	Increase the cost	Give better customer service	Stop the business	Change the business	B
	5	Pushpa and Kavya have opened a shop for baby clothes in Bangalore and Chennai. Bangalore outlet is gaining more popularity and profit? How is it?	Good customer relationship in Bangalore shop	Chennai is very hot	There are more babies in Bangalore	No reasons	A
Types of customers	6	A dissatisfied customer means _____	Happy customer	Beautiful customer	Unhappy customer	Old customer	C
	7	A customer who buys a product for the first time is ____.	Bargaining customer	Vendor	New customers	Researching customers	C
	8	Loyal Customers are those who _____	Keep coming back to the same shop	Hate the shop	New customers	Ask for more discount	A
	9	Ravi has a customer who bargains a lot. Customer wants to buy a dress which costs 500 rupees. But customer wants to pay only 300 rupees. What should Ravi do?	Tell the customer to go away	Give the dress for 300 rupees	Talk to the customer and sell the dress for 400 rupees	Do nothing	C
	10	Meena sells milk packets. One day, she got a dissatisfied (unhappy) customer because the milk was spoilt. What should Meena NOT do now?	Say sorry to the customer	Quickly give another packet of milk	Make sure the customer is happy	Get angry with the customer	D

Probing to Identify customer needs	11	Probing for customer needs means _____	To celebrate with customers	Get angry with the customer	To ask customers what they need	To give discount	C
	12	"Caring for customers is key to growing your business. What does this mean?"	Care for what customers want	Care in hospital	Don't care for market	Care for keys	A
	13	___ is a way to understand the customer's needs and emotions by asking questions.	Apologize	Probing	Explaining	Understanding	B
	14	Tapsi is at a clothes shop to buy a gift for her friend. She is unable to choose the proper clothes. The sales person can help her by asking _____.	Open questions	Probing questions	Closed questions	All of them	D
	15	Sudha buys vegetables from Karthik's shop. She is happy about the quality and pricing goods. She can help Karthik's business improve by _____.	Sharing good words about the shop	Watching the shop	Hating Karthik	Buying vegetables in other shop	A
Simple Techniques for Communicating with Customers	16	___ good and services is the right way to make profits.	Studying	Selling	Practicing	None	B
	17	Simple selling techniques every sales person should know and practice are _____.	Customer	Cross selling	Lying	Buying	C
	18	FAB means _____	Features, Advantages, Benefits	Features, Advices, Benefits	Five, Advertisements, Boards	Festival, Adventure, Behalf	A
	19	Swati needs to sell a laptop. She can use the _____ technique to sell it.	FAB	TAB	Python	Coral draw	A
	20	Smitha needs to sell a mobile phone. She is writing down the advantages and benefit of the different phones. She is writing _____.	Benefits	Service	FAB statement	None	C

Closing Sales and Customer feedback	21	Customers sharing their experience and opinion about a product is called _____.	Customer Support	Customer feedback	Customer	Customer ID	B
	22	Closing sales technique is an essential skill for a _____.	Sales person	Child	Manager	Clerk	A
	23	Now or never close, summary close and question close are 3 important _____.	Opening techniques	Sales techniques	Closing Techniques	Discount	C
	24	A hotel asked its customer's to fill customer satisfaction survey. What are they trying to do?	Sell more hotels	Take customer feedback	Advertisement	Promotion	B
	25	Sales person tells the customer "the offer exists today only". This sales technique is called _____	Now or never closes	Close down	Question closes	Lock down	A

Lesson Name	Q No	Question	Option A	Option B	Option C	Option D	Correct Answer
Positive Work Environment	1	What is a bad practice in a workplace?	Open and honest communication	Opportunity to grow in the company	Good work-life balance	No trust between co-workers	D
	2	Good, professional relationship with co-workers can give the feeling of _____	Job satisfaction	Fear	Confusion	Negative energy	A
	3	A good way to save the resources in our planet is _____	Use of less electricity	Create less pollution	Less use of plastic	All of them	D
	4	Ganesh greets his co-workers every day. He is trying to maintain _____ at work.	Skills	Good relationships	Anger	Power	B
	5	Kim has a habit of switching off her desktop and PC when not in use. This helps to _____ energy at the workplace.	Spend	Waste	Conserve (Save)	Practice	C
Personal Grooming and Hygiene	6	_____ is the process of taking steps to look neat and presentable.	Grooming	Brooming	Caring	Uniform	A
	7	Personal hygiene means keeping body parts clean and _____.	Working	Healthy	Ugly	Dirty	B
	8	During an industrial visit or an interview we have to dress _____.	Formally	Dirty	Ugly	Brightly	A
	9	If we do not have good personal hygiene (cleanliness), what happens?	We look beautiful	We feel angry	We can get sick easily	We feel stress	C
	10	Shreyas is going for an interview. He has picked a shirt from the cupboard. He must _____ before wearing it.	Soak	Color	Pick	Iron	D

Managing Stress in the workplace	11	_____ can be a physical, mental, or emotional reaction, that makes us feel worried.	Stress	Food	Job	Action	A
	12	What kind of stress can lead to lifelong physical and mental health issues?	Short term	Long term	Mid term	Good stress	C
	13	_____ stress can make us feel excited and motivated.	Bad	Good	Short term	Long term	B
	14	Tom feels very tensed and scared. He is unable to concentrate before his exams. He is sweating. What kind of stress is this?	Good	Small	Bad	Never	C
	15	Arjun focuses only on his work and does not get involved in workplace politics. He also make sure he does not work after office-hours. He makes time for his family. What is he doing?	Working a lot	Not working at home	Maintaing good work-life balance	Helping society	C
Building My Resume	16	"A _____ is the first document an employer will look at when reviewing the job application. "	Certificate	Resume	Ticket	Invitation	B
	17	What are the key elements of a resume?	Personal information	Career objective	Education	All of them	D
	18	Which of the following is not a soft skill?	Time Management	Communication Skill	Carpenter Skill	Goal Setting	C
	19	Vimal wanted to update his resume. Which of the following he should not include in his resume?	Salary expectations	Name	Qualification	Date of birth	A
	20	"Harry has knowledge of circuits and wiring. He can apply as an _____ in a company. "	Beautician	Plumber	Fitter	Electrician	D

Preparing for an Interview	21	_____ is the formal process of checking if the candidate is suitable for the job	Interview	Practice	Exam	Reading	A
	22	Which of the following is not an interview skill?	Clear communication	Painting	Active listening	Confidence	B
	23	Which of the following are good manners in an interview?	Not making eye contact	Speaking too fast	Being on time	Getting irritated	C
	24	The interviewer asked Rahul to wait for a few days. What can Rahul do after few days?	Follow up with the employer on phone call or email	Give up his hope	Never call	Meet his friends	A
	25	Seema is attending an interview. What is she is supposed to carry for the interview?	Resume	Certificates	ID cards	All of them	D
Decoding Interview	26	Which of the following will the interviewer expect from the candidates?	Good soft skills	Cooking skills	Singing skills	Painting skills	A
	27	Which of the following should be avoided while facing an interview?	Use mobiles	Speaking	Listening	Answering questions	A
	28	The interview is a discussion between ____ and ____ for mutual benefit.	Teacher and student	Employee and Employer	Brother and Sister	Friends	B
	29	Nagma going for an interview. Whom should she meet for her interview?	Security Guard	Stranger	CEO	HR Manager	D
	30	Hita did not enjoy her work in her previous company. She is going for interview to another company. What should Hita NOT do?	Talk badly about her previous company	Communciate clearly	Take her resume	Be on time for the interview	A

Mock Interview	31	Mock interview is useful for _____	Fun	Practice	Truth	Tuition	B
	32	The main purpose of mock interviews is to give _____	Marks	Tables	Feedback	Time	C
	33	Which of the following is an advantage of a mock interview?	Learning how to speak	Learning how to dress	Using proper body language	All of them	D
	34	Geetha wants to take a mock interview before attending the real one. Whom do you think she must choose as an interviewer?	A stranger	Her senior	Her younger sister	Shop keeper	B
	35	Keith recorded his interview as a video to understand his performance. This is also one of the methods to receive _____.	Feedback	Wishes	Compliments	Greetings	A
Professional Networking	36	Co-workers need to support each other to grow in their career. What kind of support is acceptable by a co-worker?	Giving and taking personal loans	Sharing gossip	Sharing knowledge & good ideas for work	Giving alcohol	C
	37	Which is an example of online professional networking?	News paper	Social media	Radio	Magazine	B
	38	Which is a good place to build a professional network?	Meetings	Social media	Community gathering	All of them	B
	39	Rekha takes care of all water-pipe fittings in her company. She can be part of _____ professional network	Plumber's	Carpenter's	Tailor	Beautician	D
	40	Saif's college professor guided him to choose the right career path. He must show ____ to his guide.	Gratitude	Anger	Fear	Arrogance	A

Handling Rejection and Failure	41	The lack of success in a goal or a task is called _____.	Failure	Success	Boring	Satisfaction	A
	42	Something that is not accepted by someone is called _____	Acceptance	Rejection	Failure	Success	B
	43	One needs to handle failure and rejection with a _____ attitude.	Negative	Helpful	Positive	Rude	C
	44	Sundar's hotel business was under heavy loss. He had to close business. How can he learn from failure and achieve success?	Think about what happened in a systematic way	Stay positive to learn from failure	Don't give-up and try again	All of them	D
	45	Our _____ and _____ will help us to succeed.	Ability and Talent	Friends and Food	Looks and Dress	Bank and Accounts	A
Industry Visit	46	_____ helps in experiencing the real world of work	Interview	Industry visit or Market Scan	Mock interview	Failure	B
	47	What is the advantage of an Industry visit?	"Chance to talk to the family"	" Chance to talk to the friends"	" Chance to talk to the experts"	" Chance to talk to the teachers"	C
	48	Raji is studying to be a chef in a cooking school. Which place is suitable for her to do industry visit?	Bread factory	Paint factory	Toy factory	Chemical factory	A
"Reflection after Industry Visit"	49	During an industry visit, an important thing to observe is _____	Canteen food	Colors	Workers behaviour	Generator	C
	50	_____ opportunities can also be found during industry visit.	Playing	Cooking	Painting	Internship	D

Guest Lecture by Alumni Or HR	51	A formal interaction between students and a guest speaker is known as _____.	Teaching	Guest lecture	Speaking	Talking	B
	52	Guest lectures act as a platform to talk to alumni about their _____	Experience	Hobbies	Family life	Fashion	A
	53	Which among these is not a question to ask alumni?	New skills learned	Marriage	Decision making skills	Negotiation skills	B
	54	What is the most important thing to focus in a Guest Lecture?	Youtube Reels	Expectations of the workplace	Shopping centers	Interview location	B
	55	Farida met an ex-student of her institute. He/she can be called as an_____.	Alumni	Interviewer	Professor	Referee	A
Introduction to Platform - Based Jobs	56	_____ are jobs that you find by being part of a particular online platform or an app.	Platform-based jobs	Mobile interview	Railway platform	None	A
	57	Which of these is not a platform for jobs.	Urban Company	Dunzo	Swiggy	Government office	D
	58	What is one of the ways in which Platform-based jobs connect workers?	Company to customer	Worker to worker	Worker to customer	Customer to company	C
	59	Shilpa wanted to get her house cleaned before Diwali. In which portal can she book this service?	Household work	Software work	Hardware company	Food delivery	A
	60	Chandu is sick and unable to cook food. From which platform can he order food?	Flipcart (product selling app)	Urban Company (home cleaning & repair services)	Swiggy (food delivery)	Myntra (fashion)	C

Applying for Jobs through online Portals	61	Job search engines are also called as_____.	Page layout	Job portals	Application	Play store	B
	62	Which of the following is a specialized app or portal designed to find jobs?	Zomato	Myntra	Amazon	Naukri	D
	63	Creating profiles on multiple portals always helps in_____ reach.	Low	Wider/Vast	Limited	Small	B
	64	Ram just finished his training course. Which portal can he use to look for jobs as a fresher?	Freshersworld	Urban company	Swiggy	Myntra	A
	65	A company is asking for money for applying for a job from Ruhi. She realized that it must be _____ job.	Good	Real	Fake	Great	C
Enrolling for Apprenticeships	66	What is the full form of NAPS?	National Appraisal Promotion Scheme	National Apprenticeship Promotion Scheme	National Appreciation Pro Scheme	National Apparent provident Scheme	B
	67	NAPS is a scheme by the Government of India to provide apprenticeship training through the _____.	Employers	Teachers	Trainers	Professors	A
	68	NAPS provides apprenticeship training opportunities for a student who has completed _____ years.	18	21	14	10	C
	69	Vibha wants to register on the NAPS portal. She should have _____ to register.	Diploma	ITI certificate	Degree	Masters degree	B
	70	Arunima has completed an apprenticeship Training on NAPS. She will be getting a_____on completion.	Certificate	Salary	Stipend	Scholarship	A

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