

PAPER –I
SEMESTER – I
(EVENING SESSION)
(ONE YEAR TRADES)

PART –B (EMPLOYABILITY SKILLS)

(50)

Choose the correct answer:

1. There are -----distinctive consonants.
(a) 26 (b) 24
(c) 23 (d) 25
2. A commercial business letter is a letter written in ----- language.
(a) Formal (b) Informal
(c) Formal and Informal (d) None of these
3. How many kinds of Tenses?
(a) 4 (b) 3
(c) 2 (d) 5
4. Choose the Active sentence –
(a) Sita is said to be mad (b) They say that Sita is mad
(c) They said that Sita is mad (d) Sita was said to be mad
5. Choose the Passive sentence –
(a) We fear that he will harm us (b) They fear that he will harm us
(c) He is feared to harm us (d) They feared that he will harm us
6. Choose the Negative sentence –
(a) She is wise (b) She was wise
(c) She not without wisdom (d) She is wisd
7. Choose the Interrogative –
(a) Nobody wants to die (b) Nobody can wants to die
(c) Who wants to die (d) None of these
8. Subscription should be written on the -----side of the paper.
(a) Right hand (b) Left hand
(c) Anywhere (d) Middle
9. Receiver's address should always be written –
(a) Right side (b) Above the date
(c) Above the reference number (d) Left side
10. Key-board is a -----device.
(a) Output (b) Input
(c) Both (a) & (b) (d) None of these

11. What is the full form of PPP?
(a) Point-to-point Protocol (b) Point-by-point Protocol
(c) Point-in-point Protocol (d) None of these
12. What is the full form of HTML?
(a) Hyper Text Markup Language (b) Hyper Text Main Language
(c) Higher Text Markup Language (d) None of these
13. Which of the following speed is very fast?
(a) LAN (b) MAN
(c) WAN (d) None of these
14. What is the full form of FTP?
(a) File Transfer Protocol (b) Frequent Transfer Protocol
(c) File Typical Protocol (d) First Time Protocol
15. What is essential to understand pronunciation of simple words?
(a) Role of Vowels (b) Role of consonants
(c) Both (a) & (b) (d) None of these
16. Which of the following two are the parts of CPU?
(a) Control Unit (b) Printer and Main Memory
(c) Control Unit & ALU (d) ALU and Input device
17. Binary code are also known as –
(a) Assembly language (b) High level language
(c) Procedural language (d) Machine language
18. MICR is mostly used –
(a) Bank (b) Railway
(c) To check examination copy (d) All of these
19. Date command is used to display –
(a) Year (b) Month
(c) Date (d) All of these
20. Types of skill development includes –
(a) Speaking (b) Listening
(c) Negotiating (d) All of these
21. E-mail servers accept, forward, deliver and -----messages:
(a) Store (b) Delete
(c) Change (d) None of these
22. Kinesthetic is the interpretation of body language such as –
(a) Facial expressions (b) Gestures
(c) Non-verbal behavior related to movement (d) All of these

23. The effective communication is –

- (a) Clarity
- (b) Information overload
- (c) Emotional State
- (d) All of these

24. Which communication is important for future reference?

- (a) Oral
- (b) Written
- (c) Both (a) & (b)
- (d) None of these

25. The Elements of Communication is –

- (a) Clarity
- (b) Anxiety
- (c) Information Overload
- (d) Feedback
