



Directorate General of Training

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Employability Skills QB



Easy

Which one is the vowel?

- A. J
- B. Q
- C. U
- D. W

ANSWER: C

Pronunciation refers to?

- A. Spelling
- B. Grammar
- C. Punctuation
- D. Production of sound

ANSWER:D

The word that is Pronounced the same as another word but differs in meaning is called?

- A. Diphthong
- B. Consonant
- C. Homograph
- D. Homophone

ANSWER:D

Which one is a consonant?

- A. A
- B. F
- C. I
- D. U

ANSWER:B

All English alphabets, except vowels (a,e,i,o,u) are called

- A. Diphthong
- B. Consonant
- C. Homograph
- D. Homophone

ANSWER: B

Fill in the blank with proper pronoun. "He made this cake _____"

- A. Himself
- B. Itself
- C. Yourself

D. myself

ANSWER: A

Which one is an adjective?

A. Write

B. Large

C. Teach

D. Learn

ANSWER: B

Which one is an exclamation mark?

A. ?

B. !

C. -

D. ;

ANSWER: B

Use the appropriate conjunction, "Is this a sheep _____ a goat?"

A. Or

B. But

C. As

D. And

ANSWER: A

Which one is an Active voice?

A. Ram has scored two goals

B. The ball was caught by him

C. The book was being read by her

D. We were drew home by dad

ANSWER: A

Fill in the blanks with simple past tense, "The Princess's ball _____ into the well"

A. Will roll

B. Rolled

C. Is rolling

D. Has been rolled

ANSWER: B

Fill in the blank with present progressive tense, "It _____ dark"

A. Got

B. Will get

C. Is getting

D. Was getting

ANSWER: C

A resume should be

A. short and precise

B. having acronyms and abbreviations

C. having long and detailed information

D. fancy and colorful

ANSWER: A

When you greet higher officials such as Teacher, Instructor or supervisor you should be

A. Good Morning

B. Hello

C. Hi

D. Hey

ANSWER: A

Which one is a Cardinal Number?

A. XI

B. 2nd

C. 1st

D. 1 (one)

ANSWER: D

A written description of duties and responsibilities to be carried out in job is called

A. Resume

B. CV

C. Job Description

D. Job Application

ANSWER: C

Fill in the blanks with suitable tense verb Ajeeth_____ the length of the table and noted it down.

A. Measure

B. Will measure

C. Is measuring

D. Measured

ANSWER: D

Choose an appropriate ' wh - question for the following sentence. "I live in Mumbai."

- A. Where do you live?
- B. What is your name?
- C. When did you leave Mumbai?
- D. What is Mumbai?

ANSWER: A

Fill in the blanks with a suitable “wh” word for the given sentence. _____ are you living?

- A. What
- B. Why
- C. How
- D. Where

ANSWER: D

Fill in the blanks with a suitable preposition from the given choices. It was not possible ___ all trainees to attend the classes yesterday.

- A. Of
- B. For
- C. To
- D. By

ANSWER: B

Fill in the blanks with suitable comparative adjective. “Ram is _____ than Sshyam”

- A. Tall
- B. Taller
- C. More tall
- D. Tallest

ANSWER: B

Which is a silent letter in the word “WRITTEN”

- A. W
- B. T
- C. E
- D. N

ANSWER: A

Which is the silent letter in the word “ANSWER” ?

- A. E
- B. R
- C. W
- D. S

ANSWER: C

Which are among the following should NOT include in your job resume?

- A. Your name
- B. Your Eating Habits
- C. Your address
- D. Your qualification

ANSWER: B

Which one is an input device of the computer?

- A. Printer
- B. Monitor
- C. Keyboard
- D. DVD

ANSWER: C

Which one of the following is an example of operating system?

- A. MS Word
- B. MS Access
- C. Desktop
- D. Windows

ANSWER: D

The shortcut key to select the whole document in Ms- Word?

- A. Ctrl A
- B. Ctrl C
- C. Ctrl X
- D. Ctrl V

ANSWER: A

The expansion of WAN is

- A. World Area Network
- B. Wide Area Network
- C. Web Area Network
- D. Why Area Network

ANSWER: B

The short cut key to "cut" selected file / text is

- A. Ctrl A
- B. Ctrl C
- C. Ctrl X
- D. Ctrl V

ANSWER: C

What is the function of control panel option?

- A. It will show the devices connected to the computer.
- B. It will display the detailed information about the devices.
- C. It allows to make changes to the current setting on the computer.
- D. It allows to log "off" as user without turn "off" the computer.

ANSWER: B

the redo button on the quick access tool bar is used to _____

- A. save the changes in document.
- B. reverse the last action.
- C. keep the changes and retain the reversed action.
- D. repeat the action just completed.

ANSWER: D

What is the function of slide show view option in MS-PowerPoint?

- A. To select the slide is to be displayed
- B. To present without transition effects
- C. To display the views without menus or tool bar
- D. To create new slide

ANSWER: A

Which type of modem is a circuit board that can be added to the computer?

- A. external modem
- B. wired modem
- C. wireless modem
- D. internal modem

ANSWER: D

Computer is made out of

- A. circuit diagram
- B. software and program
- C. hardware and software
- D. hardware and circuit

ANSWER: C

What is windows xp?

- A. Operating System
- B. Storage devices
- C. Processor
- D. Output device

ANSWER: A

Microsoft PowerPoint application is used to

- A. Create presentation
- B. Write the program
- C. Prepare Document
- D. Prepare Worksheet

ANSWER: A

Which one is a don't for an interview?

- A. Confidence
- B. Informal dress
- C. Proper Eye contact
- D. Calm approach

ANSWER: B

Intrinsic motivation is?

- A. For money or reward
- B. Short lived
- C. Long lived
- D. To gain social acceptance

ANSWER: C

What is the appropriate response for the following greeting ram: Hi, I am Vineeth, How are you? I have joined as tool engineer.

- A. Hi, I am fine.
- B. Nice meeting you. I am Vinay. I work as a system engineer
- C. I am working and I am very busy, see you tomorrow
- D. O k so what

ANSWER: B

Fill in the blanks with a suitable prepositions from given choices. The books were kept ___ the table.

- A. At
- B. In
- C. On
- D. Over

ANSWER: C

“Where do you see yourself five years from now?” Which of the following do you think is the best answer?

- A. In five years I believe I would risen to the position of project leader.
- B. I don't plan that far ahead.
- C. I think in five years I will be working in another company.
- D. I will be in the same role.

ANSWER: A

Frame a WH questions for the following sentence: "My favorite holiday place is Ooty?"

- A. Which is your favorite holiday place?
- B. What is your native place?
- C. Why do you like Ooty?
- D. Where do you live?

ANSWER: A

Identify the kind of communication used in the following. "Please find the assignment attached"

- A. Memo
- B. Telephonic
- C. SMS
- D. Email

ANSWER: D

Withdraw Rs.500/. At an ATM. The ATM machine gives out Rs.5000/. Which of the following would be the effectively correct action?

- A. Make a complaint at the bank
- B. Take the money
- C. Drop the Money to the police
- D. Give the money to the poor

ANSWER: A

Which of the following is an achievable personal goal?

- A. I want to become pilot (said by a child)
- B. I want to become a superstar (said by a youngster)
- C. I want to complete this project in two month (said by the student)
- D. I want to buy a big house (said by an unemployed person)

ANSWER: C

What does "ASAP" Stands for in SMS language?

- A. As silent As probable
- B. As soon As probable
- C. As soon As possible
- D. As simple As possible

ANSWER: C

Which of the following is a long time goal?

- A. study for the exams
- B. become a chief doctor of a hospital
- C. complete a given drawing

D. complete the ITI course successfully

ANSWER: B

Which sentence expresses your agreement in a group discussion?

A. Let me try to understand your view

B. Personally I don't think it is like that

C. I accept your viewpoint on this issue

D. yes, but people don't actually do such things

ANSWER: C

What is the problem with the following message? "A meeting is called to discuss the function on October 18,2013"

A. The message threatens the receiver

B. The message is over emotional

C. The message is Judgmental

D. The message is ambiguous

ANSWER: D

A PRODUCT LIFE CYCLE(PLC) DIVIDED INTO

A. 5 stages

B. 4 stages

C. 3 stages

D. 2 stages

ANSWER: B

WHICH STAGE IS A PERIOD OF RAPID REVENUE GROWTH?

A. Growth

B. Maturity

C. Decline

D. Introduction

ANSWER: A

WHICH ONE IS AN INDIRECT PROMOTION TECHNIQUE

A. Publicity

B. Advertisement

C. Display

D. Public Relations

ANSWER: D

WHICH ONE IS NOT A 4'Ps OF MARKETING MIX?

A. Policy

B. Price

C. Product

D. Place

ANSWER: A

IN "SWOT " ANALYSIS "S" STANDS FOR

A. Strength

B. Success

C. Services

D. Survey

ANSWER: A

P's of Marketing Mixes are

A. Product, Price, Place, Promotion

B. Place, People, Price, Product

C. Price, Place, People, Promotion

D. People, Price, Pen, Benefits

ANSWER: A

Skimming Pricing

A. Price fixed as high to low

B. Price fixed as Low to high

C. Price fixed by marginal cost basis

D. Price fixed as markup price

ANSWER: A

Penetration Pricing

A. Regional pricing

B. Cost plus Pricing

C. Price fixed as high to low

D. Price fixed as low to high

ANSWER: D

Brand means

A. Design, logo, symbol

B. Package

C. Quality

D. Quantity

ANSWER: A

Market means

A. Buyer and Seller meeting place

B. Top level position

C. Good Performance

D. Manufacturing unit

ANSWER: A

Acronym "DIC"

- A. District Industrial Center
- B. Division Industrial Center
- C. Division Instrument Centre
- D. District Instrument Centre

ANSWER: D

Acronym "KVIC"

- A. Khadi Vigilance Industrial Center
- B. Khadi Village Industries Commission
- C. Khadi Village Instrument Center
- D. Khadi Vigilance Industrial Commission

ANSWER: B

Acronym "TIIC"

- A. Tamilnadu Industrial Investment Corporation
- B. Tamilnadu Instrument Investment Corporation
- C. Tamilnadu Instrumental Industry Center
- D. Tamilnadu Industrial Instruments Center

ANSWER: A

Acronym "SISI"

- A. Small Industries Searching Institute
- B. Simple Industries Service Institute
- C. Small Industries Service Institute
- D. Small Instrument Service Institute

ANSWER: A

64. Acronym "SIDBI"

- A. Small Industries Development Bank Of International
- B. Small Industries Development Bank Of India
- C. Simple Instrument Development Bank Of International
- D. Simple Instrument Development Bank Of India

ANSWER: B

Under Factories Act, the workers weekly hours should not exceed more than.....:

- A. 48 hours
- B. 30 hours
- C. 60 hours
- D. 40 hours

ANSWER: A

The Factories Act came into force on:

- A. April,1949
- B. June,1949
- C. May,1949
- D. August,1949

ANSWER: A

As per Factories Act, 1948. Canteen should be provided in the factory if, workers more than

- A. 100
- B. 250
- C. 500
- D. 1000

ANSWER: B

What is the expansion of "ILO":

- A. International Labour Organisation
- B. Indian Labour Organisation
- C. Indian Labour Occupation
- D. International Labour Occupation

ANSWER: A

In a factory premises, when there are 30 or more women workers, the ---- facility should be provided :

- A. Separate Canteen for Women
- B. Creches
- C. A/C rest room
- D. Special Welfare Officer

ANSWER:

When was "Workmen's compensation act" enacted:

- A. 1930
- B. 1923
- C. 1943
- D. 1948

ANSWER: B

"The Factories Act" enacted on:

- A. 1947
- B. 1952
- C. 1948
- D. 1961

ANSWER: C

When was "Payment of wages Act" enacted:

- A. 1940
- B. 1936
- C. 1950
- D. 1946

ANSWER: B

Payment of "Minimum wages Act" enacted on the year of:

- A. 1936
- B. 1948
- C. 1961
- D. 1952

ANSWER:

When was "Apprentice Act" enacted:

- A. 1962
- B. 1963
- C. 1961
- D. 1991

ANSWER: C

Which is not a skill to have?

- A. Communication
- B. Respect
- C. Honesty
- D. Lying

ANSWER: D

Factories Act ,1948;"ADULT" stands for

- A. Who has completed the age of 14th
- B. Who has not completed the age of 14th
- C. Who has attained the age of 18th
- D. Who has attained the age of 16th

ANSWER: C

Which is the facility must be provided, if more than "500 workers" working in a factory:

- A. Manager
- B. Supervisor
- C. Chief Medical Officer
- D. Welfare Officer

ANSWER: D

Apprenticeship Act-1961;"Minimum Educational Qualification" for Training of Trade

- A. 10th Pass
- B. 12th Pass
- C. VIII th Pass
- D. 6th Pass

ANSWER: A

"NAC" Abbreviation

- A. National Apprenticeship Center
- B. National Apprenticeship Council
- C. Native Apprenticeship Council
- D. National Apprenticeship Certificate

ANSWER: D

"CPI" Stands for :

- A. Customer Price Index
- B. Currency Price Index
- C. Consumer Price Index
- D. Current Price Index

ANSWER: C

Which is auxiliary verb?

- A. Is
- B. Go
- C. Sing
- D. Run

ANSWER: A

Which one is the adverb?

- A. Beautifully
- B. Table
- C. Television
- D. Telephone

ANSWER: A

Which one is a proper noun?

- A. Lawyer
- B. Samsung TV
- C. Doctor
- D. Indian

ANSWER: D

Which is a common noun?

- A. Actor
- B. Diwali
- C. Sunday
- D. Indian

ANSWER: A

Which is the preposition?

- A. Run
- B. Dance
- C. On
- D. Sleep

ANSWER: C

Long Form ETOP?

- A. Entertainment Talent Opportunity Plan
- B. External Threats and Opportunity
- C. Entry Training Operation
- D. Energy Training Opportunities

ANSWER: B

SAP Long form?

- A. Strength Advantage Plan
- B. Strength Analysis Plan
- C. Strategic Advantage Profile
- D. Strategic Analysis Project

ANSWER: C

MSME Long Form?

- A. Micro Small Medium Enterprises
- B. Mini Simple Mixed Enterprises
- C. Micro Sample Model Enterprises
- D. Middle Stage Model Enterprises

ANSWER: A

Who is called "Entrepreneur"

- A. Create and Innovate new ideas
- B. Financial Analyst
- C. Marketing manager
- D. Human Resource Manager

ANSWER: A

One who starts a new business, he is called as

- A. Business man
- B. Owner
- C. Merchant
- D. Entrepreneur

ANSWER: D

One who create and Innovate new idea inside the Organisation, he is called?

- A. Intrapreneur
- B. Entrepreneur
- C. Manager
- D. Employer

ANSWER: A

In an economic growth, Role of an Entrepreneur

- A. Threatening employee
- B. Create a bad economy
- C. Improve per capita income
- D. Unethical behavior

ANSWER: C

93. Fabian Entrepreneur?

- A. Skeptical in their approach in adopting and innovating new technology
- B. Immediately apply new technology
- C. Innovation and creativity copied
- D. Traditional acceptance and adaptation

ANSWER: A

Acronym SEZ

- A. Special Enterprise Zone
- B. Simple Enterprise Zone
- C. Special Economic Zone
- D. Simplest Economic Zone

ANSWER: C

MSME SERVICE Sector ceiling limit for MICRO ENTERPRISES?

- A. 10 LAKHS
- B. 25 LAKHS
- C. 2 CRORE
- D. 10 CRORES

ANSWER: A

MSME SERVICE Sector ceiling limit for SMALL ENTERPRISES

- A. 25 LAKHS BUT NOT EXCEED 2 CRORES
- B. 2 LAKHS
- C. 10 CRORES
- D. 5 CRORES

ANSWER: D

MSME MANUFACTURING Sector ceiling limit for MEDIUM ENTERPRISES?

- A. 5 LAKHS
- B. 10 LAKHS
- C. 25 LAKHS
- D. 5 CRORES NOT EXCEEDING 10 CRORES

ANSWER: D

Which of the following is an article?

- A. In
- B. At
- C. The
- D. And

ANSWER: C

How many parts of speech are there?

- A. Eight
- B. Five
- C. Four
- D. Seven

ANSWER: A

Which is the conjunction from below?

- A. And
- B. Write
- C. Read
- D. Speak

ANSWER: A

Which one pair is the Homograph?

- A. Weak:week
- B. Live:live
- C. Run:ran
- D. Sing:sang

ANSWER: B

What is CPU

- A. Central Processing Unit
- B. Central Product Unit
- C. Centric Product Unit
- D. Central Property Unit

ANSWER: A

What is USB

- A. Universal Serial Bus
- B. University Service Bus
- C. Union Service Bus
- D. Unit Serial Book

ANSWER: A

What is VDU

- A. Very Disturbed Unit
- B. Visitor Display Unit
- C. Visual Display Unit
- D. Vendor District Unit

ANSWER: C

Someone who apply for a job.

- A. Employee
- B. Candidate
- C. Job seeker
- D. Applicant

ANSWER: C

The natural talents or capacities to do something.

- A. Aptitudes
- B. Intelligence
- C. Skills
- D. Knowledge

ANSWER: B

Money earned on a fixed basis.

- A. Allowance
- B. Fringe Benefits
- C. Tips
- D. Salary

ANSWER: D

A summary of your qualifications for a job.

- A. Work Experience

- B. Resume
- C. Qualifications
- D. Work Portfolio

ANSWER: B

People who know an applicant well and can provide information about that person.

- A. Resource person
- B. Past employer
- C. References
- D. Teachers

ANSWER: C

Amount of money authorized to be automatically subtracted from your income every pay period.

- A. FICA deductions
- B. Payroll deductions
- C. Insurance
- D. Retirement Account

ANSWER: B

Skills that an employee must acquire in order to perform in a particular job.

- A. Basic skills
- B. Talents
- C. Fundamental abilities
- D. Voter Card

ANSWER: A

Employees teach, show, demonstrate skill that employees will practice.

- A. On the job performance
- B. On the job training
- C. Aptitude
- D. Knowledge

ANSWER: B

A payment or service provided from a place of employment such as an annuity or pension plan.

- A. Benefits
- B. Tips and wages
- C. Raise
- D. Advance

ANSWER: A

Making use of all your personal connections to achieve your career goals.

- A. Networking
- B. Team work
- C. Collaboration
- D. Party

ANSWER: A

An occupation to which you have made a long-term commitment.

- A. Resume
- B. Career
- C. College degree
- D. Dedication

ANSWER: B

The amount of income left after taxes and other deductions are taken out.

- A. Gross income
- B. Net income
- C. Take-home pay
- D. Savings plan

ANSWER: C

The keeping private of sensitive personal information involving other people.

- A. Job hotline
- B. On-the-Job Trust
- C. Confidentiality
- D. Police Complaint

ANSWER: C

A letter requesting an interview for a job.

- A. Cover letter
- B. Resume request
- C. Letter of Application
- D. Offer Letter

ANSWER: A

An agency that matches job hunter with available jobs.

- A. Head Hunter Inc.
- B. Employment Agency
- C. Department of Workforce Services
- D. Government Job

ANSWER: B

The expectations and duties of a specific occupation.

- A. Job descriptions
- B. Job skills
- C. Aptitude
- D. Contract

ANSWER: A

Someone who hires another person or maintains personnel in a business.

- A. Human Resource
- B. Job personnel
- C. Job Coach
- D. Employer

ANSWER: A

A person working for someone else and receives wages or salary

- A. Employee
- B. Employer
- C. Self-employed
- D. Motivator

ANSWER: A

A form in which you supply information about yourself that will help an employer make a hiring decision.

- A. Job Application
- B. References
- C. Job Experience
- D. Resignation

ANSWER: A

A form of reward for employment beyond salary.

- A. Raise
- B. Tips and Wages
- C. Fringe Benefits
- D. Tax Allowances

A get acquainted meeting between an employer and a job applicant.

- A. Interview
- B. On the job training
- C. Business luncheon
- D. Board Meeting

ANSWER: A

Abilities relating to dealing with persons on the job.

- A. Interpersonal skills

- B. Teamwork skills
- C. Networking
- D. Colleagues

ANSWER: B

The total amount of money a person earns

- A. Taxable income
- B. Net income
- C. Gross Income
- D. Annual Income

ANSWER: B

Which one of the following is a good office etiquette?

- A. One should dress formally
- B. One should not be Punctual to work
- C. One should have fancy mobile ringtone
- D. One should titter one's work Place

ANSWER: A

Rise and fall of pitch of voice is called- ..

- A. Vowel
- B. Intonation
- C. Consonant
- D. pronunciation

ANSWER: D

Which one is a "Do's" of discussion etiquettes?

- A. Lose your temper
- B. Listen to others
- C. Talk about irrelevant details
- D. Use impolite Language

ANSWER: B

Choose the correct response for the given question. "How have you been"?

- A. Very well, And you?
- B. Thank you. And you?
- C. Same to you
- D. On vacation. And You?

ANSWER: A

Fill in the blank with comparative adjective. Your pencil is..... than mine".

- A. Sharp
- B. Sharper

- C. Blunt
- D. thick

ANSWER: B

Choose suitable Wh word for the given sentence. "...." animal do you like?'

- A. Which
- B. Why
- C. Where
- D. When

ANSWER: A

The expansion of RAM is....

- A. Read Access Memory
- B. Random Access Memory
- C. Random Addition Machine
- D. Read Append Machine

ANSWER: B

In which orientation, the text is printed lengthwise?

- A. Landscape
- B. Margin
- C. Portrait
- D. width

ANSWER: C

Which device is used to connect telephone line to a PC?

- A. Modem
- B. Monitor
- C. Printer
- D. Hard disk

ANSWER: A

In Excel, the intersection of a row and column is called a.....

- A. Cell
- B. Label
- C. Square
- D. worksheet

ANSWER: A

Which one is a cybercrime?

- A. Sending email
- B. Online purchasing
- C. Online gambling

D. Chatting with friends

ANSWER: C

Which one is a search engine?

A. Flickr

B. Hotmail

C. Facebook

D. Google

ANSWER: D

Which one is a good communication?

A. Message is clear and direct

B. Message is ambiguous

C. Sender attacks receiver

D. Receiver doesn't listen to sender

ANSWER: A

Goals are categorized as.....

A. good and bad

B. inner and outer

C. intrinsic and extrinsic

D. short term and long term

ANSWER: D

Dedication to a particular work is called.....

A. Integrity

B. Confidence

C. Commitment

D. intelligence

ANSWER: C

Which one is not an essential characteristic to achieve success?

A. Integrity

B. Confidence

C. Commitment

D. Unethical work

ANSWER: D

What is the advantage of waste disposal?

A. improves economic

B. Ensure workshop neat and tidy

C. Good housekeeping

D. Fulfill the efficiency

ANSWER: B

Common soft skills are.....

- A. Technical Skills
- B. learning scope
- C. good communication skill
- D. good technical skill

ANSWER: C

BIS stands for.....

- A. Board of Indian Standard
- B. Bureau of Standard institution
- C. Board of internal System
- D. Bureau of Indian Standard

ANSWER: D

Which of the following spellings is correct-

- A. Computer
- B. Cumputer
- C. Computor
- D. Cumputor

ANSWER: A

The past tense of speak is

- A. Spoke
- B. Spoken
- C. Will speak
- D. Speaked

ANSWER: A

Which of the following sentences is correct-

- A. I have 2 brother
- B. I have 2 brothers
- C. I have I brothers
- D. None of these

ANSWER: B

My father is __ engineer

- A. A
- B. An
- C. The
- D. One

ANSWER: B

Good _____. I am going to sleep.

- A. Night
- B. Evening
- C. Morning
- D. Afternoon

ANSWER: A

The shortcut command to print a word document is

- A. Print Screen
- B. Control P
- C. Alter P
- D. Shift P

ANSWER: B

Which of the below is a social media site?

- A. Amazon.com
- B. Wikipedia.com
- C. Facebook.com
- D. Camscanner.com

ANSWER: C

Which of the following is anti-virus?

- A. Norton
- B. Mozilla
- C. Internet Explorer
- D. None of these

ANSWER: A

The vertical lines in an excel sheet are known as-

- A. Rows
- B. Columns
- C. Matrix
- D. Pillars

ANSWER: B

The --- is used to send messages through electronic media'

- A. Snail Mail
- B. E-Mail
- C. Post Mail
- D. Air Mail

ANSWER: B

For effective communication, there has to be a --- and a receiver.

- A. Transmitter
- B. Painter
- C. Sender
- D. Carpenter

ANSWER: C

Communication is

- A. Exchange of Information
- B. Piece of Information
- C. Bank of Information
- D. Technology of Information

ANSWER: A

Written communication uses

- A. Letter
- B. Body Language
- C. Speech
- D. Computer

ANSWER: A

Eye contact is considered to be which of the communication?

- A. Verbal
- B. Non verbal
- C. Oral
- D. Written

ANSWER: B

According to body language, biting of nails indicates-

- A. Stress
- B. Relaxed
- C. Happy
- D. All of these

ANSWER: A

Which of the following is correct grooming standard for gentleman while attending interviews?

- A. Clean Shave
- B. Shorts
- C. Slippers
- D. Long hair

ANSWER: A

Which of the following is not part of Triple - A listening?

- A. Attitude
- B. Attention
- C. Adjustment
- D. Absorb

ANSWER: C

Which of the following is considered to be effective listening skill?

- A. Stop talking when speaker is talking
- B. Focus on the speaker
- C. Encourage speaker
- D. All of these

ANSWER: D

Which of the following is not part of effective communication?

- A. Message
- B. Feedback
- C. Radio
- D. Channel

ANSWER: C

Which are the types of voices

- A. Negative and Positive
- B. Loud and Silent
- C. Active and Passive
- D. Soft and Hard

ANSWER: C

Entrepreneurship is also termed as?

- A. Employment seeker
- B. Self-employment
- C. Employer
- D. Investor

ANSWER: D

MEDIUM (INTERMEDIATE)

When MSMED Act was was implemented?

- A. 1990
- B. 2000
- C. 2006
- D. 2010

ANSWER: C

Which one records all the transaction concerning cash receipt and payment?

- A. Journal
- B. Cash book
- C. Voucher
- D. Sales book

ANSWER: B

Which one is NOT a factor for causing global warming?

- A. Deforestation
- B. Burning fossil fuels
- C. Planting more trees
- D. Water pollution

ANSWER: C

Which one is NOT a part of 3Rs to save environment?

- A. Recycle
- B. Regenerate
- C. Reduce
- D. Reuse

ANSWER: C

Which one is renewable energy?

- A. Solar
- B. Coal
- C. Methane
- D. Hydroelectric

ANSWER: A

Energy flow in the ecosystem is always

- A. Cyclic
- B. Reversible
- C. Uni directional
- D. Multi directional

ANSWER: A

Given food relation is called? Grass-Deer-Lion-Decomposer

- A. Food web
- B. Food chain
- C. Food Process
- D. Food Pyramid

ANSWER: B

Inflammable, toxic, corrosive etc. comes under?

- A. Physical hazard
- B. Chemical hazard
- C. Biological hazard
- D. Mechanical hazard

ANSWER: B

Occupational health and safety is NOT concerned with.....

- A. Safety
- B. Health
- C. Salary
- D. Welfare

ANSWER: C

Head protection is done through?

- A. Helmet
- B. Goggle
- C. Gloves
- D. Mask

ANSWER: A

In Firefighting method, blanketing is?

- A. Limitation of oxygen
- B. Elimination of fuel
- C. Reduction of temperature
- D. Pouring water

ANSWER: A

What are the two main causes of incidents in workplace?

- A. Unsafe act and unsafe people
- B. Unsafe people and unsafe machine
- C. Unsafe conditions and unsafe machines
- D. Unsafe act and unsafe condition

ANSWER: C

Which scheme of act provides health insurance requirement for workers?

- A. Factories act
- B. Plantation Labour act
- C. Employee's compensation act
- D. Employee state insurance act

ANSWER: D

Under factories act, permitted maximum weight for lifting, carrying or moving by hand or on head by women is

- A. 30kg
- B. 25kg
- C. 16kg
- D. 10kg

ANSWER: C

When was employees' compensation act enacted?

- A. 1923
- B. 1948
- C. 1968
- D. 1991

ANSWER: A

What is the complete age of an adult worker under Factories act 1948?

- A. 21 years
- B. 18 years
- C. 15 years
- D. 13 years

ANSWER: B

What does "SEIRI" not stand for?

- A. Shine
- B. Self-discipline
- C. Standardization
- D. Sorting out

ANSWER: B

What is the wrong name for quality circle?

- A. Big circle
- B. Action circle
- C. Productivity circle
- D. Excellence circle

ANSWER: A

Total numbers of popular quality tools are?

- A. Nine
- B. Eight
- C. Seven
- D. Six

ANSWER: C

What is the function of Pareto Diagram in Quality Control?

- A. Easy data collection
- B. Indicates shape of distribution
- C. Access factor for problem
- D. Narrow down the problem area

ANSWER: C

Money invested in purchasing of raw materials, payment of wages and salaries, rental, electricity etc. comes under?

- A. Working Capital
- B. Fixed Capital
- C. Long term capital
- D. Capital Income

ANSWER: A

What is the correct channel for marketers to reach customers?

- A. Manufacturer - Retail - wholesale - customer
- B. Manufacturer - wholesale - retail - customer
- C. Customer - retail - wholesale - manufacturer
- D. Wholesale - manufacture - customer - retail

ANSWER: B

In SWOT analysis, which pair is helpful?

- A. Strength, weakness
- B. Strength, opportunities
- C. Threats, weakness
- D. Threats, opportunities

ANSWER: B

Which of below is used to measure growth of the country?

- A. KTC
- B. GDP
- C. TFP
- D. ATM

ANSWER: B

Which one of the following is NOT an objective of incentive?

- A. Improved quality
- B. High cost of production
- C. High output
- D. Reduced waste

ANSWER: B

The expansion of GDP is

- A. Gross Domestic Product
- B. Godown Domestic Product
- C. Grand Demand Product
- D. Giant Domestic Product

ANSWER: A

Which of the following is NOT pure risk

- A. Property
- B. Technology
- C. Liability
- D. Personal

ANSWER: D

Which of the following is not acceptable for KYC?

- A. Voter Card
- B. Ration Card
- C. Passport
- D. Income Certificate

ANSWER: D

Vibration and Radiation come under?

- A. Chemical Hazard
- B. Physical Hazard
- C. Electrical Hazard
- D. Psychological Hazard

ANSWER: C

Which one of the following is NOT an ergonomic hazard?

- A. Awkward position
- B. Poor housekeeping
- C. Emotional disturbances
- D. Wrong layout of machinery

ANSWER: B

The reprocessing of discarded materials into new useful products is called....

- A. Reuse of waste material
- B. Recycling of material
- C. Management of solid waste
- D. Reduction in use of raw material

ANSWER: B

Which one is a man induced hazards?

- A. Landslide
- B. Cyclone
- C. Volcano
- D. Earthquake

ANSWER: A

Ozone layer is made up of.

- A. one oxygen atom
- B. two oxygen atoms
- C. three oxygen atoms
- D. four oxygen atoms

ANSWER: D

What is the minimum employee contribution from Basic Salary as per EPF Act 1962?

- A. 8.5%
- B. 12%
- C. 12.5%
- D. 18%

ANSWER: C

QMS Stands for?

- A. Quality Management Standard
- B. Quality Measurement Standard
- C. Quality Management System
- D. Quality Measurement System

ANSWER: C

In PDCA Cycle, P stands for?

- A. Process
- B. Plan
- C. Plant
- D. Plane

ANSWER: B

What is the last step in ISO 9001 registration?

- A. Corrective and Preventive action
- B. internal audit
- C. Management review meeting
- D. Certification and audit

ANSWER: D

Fishbone chart is also called as

- A. cause and effect diagram
- B. scatter diagram
- C. Control chart
- D. Histogram

ANSWER: A

Productivity is relationship between

- A. Input Output
- B. Input Profit
- C. Output Sales
- D. Sales Profit

ANSWER: A

Which of the below is NOT input?

- A. Land
- B. People
- C. Finished Goods
- D. Material

ANSWER: C

Which of the below is NOT Productivity measuring tool?

- A. Production Unit
- B. Partial Factor
- C. Multi Factor
- D. Total factor

ANSWER: A

Global Level Productivity is compared between?

- A. Nations
- B. Taluks
- C. Villages
- D. Districts

ANSWER: A

What does OECD stand for

- A. Organisation for Economic Cooperation & Development
- B. Organisation for Economic Calculation & Development
- C. Organisation for Economic Cooperation & Deployment
- D. Organisation for Economic Calculation & Deployment

ANSWER: A

What among below is productivity?

- A. Result of Output

- B. Money invested
- C. People working
- D. None of the above

ANSWER: A

Which of the below is a Cost Cutting method?

- A. Increasing Overheads
- B. Minimizing Waste
- C. Installing Old Equipment
- D. Increasing Turnover

ANSWER: B

Which of the below is NOT constraints on productivity?

- A. Management limitations,
- B. Sales and Marketing
- C. Employee attitudes and skills,
- D. Government regulations

ANSWER: B

Supervisor should

- A. Demotivate team
- B. Be rude with team
- C. Harm the team
- D. Mentor the team

ANSWER: D

Training employees will improve

- A. Quality of productivity
- B. Quality of raw material
- C. Quality of government rule
- D. Quality of competitors

ANSWER: A

Employee's negative attitude will result in?

- A. Reduced productivity
- B. Improved productivity
- C. Quality of raw material
- D. Capital Investment

ANSWER: A

Which of the below is NOT an overhead?

- A. Rent
- B. Utilities

- C. Profit
- D. Indirect Expenses

ANSWER: C

Which are the reason for Waste?

- A. Poor Material Handling
- B. Hard Work
- C. Motivation
- D. Load Shedding

ANSWER: A

Time waste does not cause due to

- A. Punctuality
- B. Long Tea Breaks
- C. Avoiding Work
- D. Detour Behavior

ANSWER: A

Supervisor can regulate the workflow by

- A. Planning the work
- B. Shouting at employees
- C. Giving more breaks
- D. Not giving training

ANSWER: A

Old equipment will result in

- A. Fast output
- B. Increase cost
- C. Decrease time
- D. More waste

ANSWER: D

Which is NOT the reason for Tardiness?

- A. Lack of Motivation
- B. Low Morale
- C. Heavy Rewards
- D. Long working hours

ANSWER: C

Incentives are

- A. Contribution from Salary
- B. Penalty paid by employee
- C. Reward for performance

D. Investment in company

ANSWER: C

Turnover results in

A. Cost to the company

B. Achieving targets

C. Motivating staff

D. Increased performance

ANSWER: A

Highly productive Organisation will

A. Grow Fast

B. Get into loss

C. Shut down

D. Fire employees

ANSWER: A

Increased productivity is coupled with

A. More Overtime

B. Layoffs

C. Less Work

D. Unchanged methods

ANSWER: B

Which one is internal Force as per Economic theory?

A. Political

B. Legal

C. Intelligence

D. Socio-cultural

ANSWER: C

Which one is a challenge in growth of Entrepreneurship?

A. Motivation

B. Lack of Infrastructure

C. Commitment

D. Adequate funds

ANSWER: B

Feasibility study does not include?

A. Individual's personal choice

B. Commercial aspect

C. Marketability aspect

D. Socio Economic Aspect

ANSWER: A

Business Plan is

- A. Written Document
- B. Oral discussion
- C. Government rule
- D. Private Decision

ANSWER: A

Entrepreneur needs finance NOT to?

- A. Acquiring assets
- B. Developing Product
- C. Personal holidays
- D. Paying salaries

ANSWER: C

SSI stands for

- A. Small Scale Industries
- B. Small Size Institute
- C. Small Scale Institute
- D. Small Size Industries

ANSWER: A

SIDO is established in?

- A. 1954
- B. 1955
- C. 1956
- D. 1957

ANSWER: A

How many PPDCs are established in India?

- A. Four
- B. Five
- C. Six
- D. Seven

ANSWER: C

Which of the below city does not have SIDO Regional Testing Center?

- A. Mumbai
- B. Bangalore
- C. Kolkata
- D. Chennai

ANSWER: B

Central Industrial Extension Training Institute (CIETI) runs under?

- A. Ministry of Commerce & Industry
- B. Ministry of External Affairs
- C. Ministry of Defense
- D. Ministry of Telecommunication

ANSWER: A

Indian Institute of Entrepreneurship is located at?

- A. Guwahati
- B. Hyderabad
- C. Noida
- D. Nagpur

ANSWER: A

National Small Industries Corporation is

- A. Private Limited company
- B. Public Sector Company
- C. Partnership Firm
- D. Non-Government Organisation

ANSWER: B

Directorate Of Industries is an initiative at?

- A. State Level
- B. National Level
- C. District Level
- D. International Level

ANSWER: A

State Financial Corporation Act is enacted in?

- A. 1950
- B. 1951
- C. 1952
- D. 1953

ANSWER: B

HUDCO stands for?

- A. Housing and Urban Development Corporation
- B. Housing and Urban Development Co-Operation
- C. Housing and Urban Deployment Corporation
- D. Housing and Urban Development Council

ANSWER: A

HUDCO was established in?

- A. 1975
- B. 1980
- C. 1985
- D. 1990

ANSWER: B

What does KVIC Stand for?

- A. Khadi and Village Industries Commission
- B. Khadi and Village Industries Council
- C. Khadi and Village Industries Corporation
- D. Khadi and Village Industries Co Operative

ANSWER: A

Which is NOT the purpose of Khadi and Village Industries Commission

- A. Social objective of creating employment
- B. Economic objective of rural improvements
- C. Wide objective of creating self-reliance
- D. Surge in Tourism in Villages in India

ANSWER: D

Entrepreneurship Development Institute of India is located at?

- A. Ahmedabad
- B. Bangalore
- C. Chennai
- D. Dehradun

ANSWER: A

How many commercial banks are there in India?

- A. Twenty Seven
- B. Twenty Six
- C. Twenty Four
- D. Twenty Five

ANSWER: A

RRB stands for?

- A. Regional Rural Bank
- B. Reserve Regional Bank
- C. Rural Regional Bank
- D. Reserve Rural Bank

ANSWER: A

Which of the below is NOT the function of NABARD

- A. Rural Industrialization
- B. Rural Entrepreneurship
- C. Rural Development
- D. Rural Tourism

ANSWER: D

What is NBFC?

- A. Non-Banking Funding Council
- B. Non-Banking Financial Institutions
- C. Non-Banking Fraud Control
- D. Non-Banking Funding Corporate

ANSWER: B

Which Bank did not fund EDII?

- A. IFSC
- B. ICICI
- C. BOB
- D. SBI

ANSWER: C

How many SISI are there?

- A. 26
- B. 27
- C. 28
- D. 29

ANSWER: C

How many SISI Branches are there across country?

- A. 28
- B. 30
- C. 31
- D. 32

When did DIC start?

- A. May 8, 1968
- B. April 2, 1959
- C. May 8, 1978
- D. April 8, 1978

ANSWER: C

NEDB stands for?

- A. National Entrepreneurship Development Board
- B. National Establishment Development Board

- C. National Entertainment Development Board
- D. National Examination Development Board

ANSWER: A

How many parameters are in Business Canvas Module?

- A. 7
- B. 5
- C. 8
- D. 9

ANSWER: D

Business Feasibility Report is done at?

- A. Beginning of the business
- B. Growth stage of the business
- C. Saturation stage of the business
- D. Closing of the business

ANSWER: A

Investor Pitch does NOT include?

- A. Vision
- B. Revenue Model
- C. Holiday List
- D. Competition

ANSWER: C

Which of the below is NOT a reason for Automation?

- A. To reduce Labour cost
- B. To improve product quality
- C. To advance Indian Post Services
- D. To mitigate Labour shortage

ANSWER: C

Motivation helps in?

- A. Improve performance
- B. Improve skills
- C. Increased cost
- D. Improve teamwork

ANSWER: C

Which is NOT the part of Risk Management?

- A. Increase Risk
- B. Avoid Risk
- C. Mitigate Risk

D. Transfer Risk

ANSWER: A

What is the use of Feasibility study?

- A. Prediction of Success or Failure
- B. Incorporating New Product or Idea
- C. Stepwise process of pros and cons
- D. All of the above

ANSWER: D

Which of the below are components of Feasibility Study?

- A. Economic
- B. Financial
- C. Commercial
- D. All of the above

ANSWER: D

PDLC Stand for?

- A. Price Development Life Cycle
- B. Product Development Life Cycle
- C. People Development Life Cycle
- D. Place Development Life Cycle

ANSWER: B

What is the part of PDLC?

- A. Introduction
- B. Growth
- C. Decline
- D. All of the above

ANSWER: D

At the level of Maturity, sales are

- A. Same as the introduction stage
- B. Highest in the product life
- C. Lower than introduction stage
- D. Same as growth stage

ANSWER: B

Which are not the part of Service Delivery?

- A. Sell
- B. Use
- C. Support
- D. Dispose

ANSWER: D

What are the types of Survey?

- A. Paper
- B. Telephone
- C. Online
- D. All of the above

ANSWER: D

Which of the below is NOT the Market Research Method?

- A. Road Show
- B. Interview
- C. Survey
- D. Focus Group

ANSWER: A

Which of the below is NOT the type of Interview

- A. Face to Face
- B. Panel
- C. Telephonic
- D. Lecture

ANSWER: D

Which is the correct pair of Marketing Mix

- A. Place and People
- B. Product and People
- C. Price and People
- D. Product and Price

ANSWER: D

Which of the below is Promotion Technique?

- A. Advertising
- B. Personal Selling
- C. Public Relation
- D. All of the above

ANSWER: D

Sales Manager is responsible for?

- A. Reduce Sales
- B. Customer dissatisfaction
- C. Decrease profit
- D. None of these

ANSWER: D

Which of the skills required for successful manager?

- A. People skills
- B. Managing skills
- C. Technical Skills
- D. All of the above

ANSWER: D

Productivity is measured ?

- A. Economically
- B. Physically
- C. Mathematically
- D. Emotionally

ANSWER: C

Partial Measure of Productivity includes

- A. Labour
- B. Machine
- C. Capital
- D. All of the options

ANSWER: D

A commercial document issued by seller to the buyer is ---

- A. Liability
- B. Asset
- C. Invoice
- D. Equity

ANSWER: C

276. SWOT is primarily

- A. Planning Tool
- B. Marketing Tool
- C. Banking Tool
- D. Insurance Tool

ANSWER: A

For loan facility, entrepreneur has to contribute some money from his own resources, that is called as ---

- A. Minimum money
- B. Margin money
- C. Material money
- D. Maximum money

ANSWER: B

SIDO is concerned with ---

- A. Welfare of Women
- B. Child labour
- C. Population control
- D. Small Scale Industries

ANSWER: D

Which document The receiver signs on the duplicate copy an returns to the sender as a token of acceptance.

- A. Challan
- B. Invoice
- C. Bill
- D. Receipt

ANSWER: D

ATM Stands for?

- A. Automatic Teller Machine
- B. Ancillary Teller Machine
- C. Anytime Teller Machine
- D. Any Time Money

ANSWER: A

A firm is said to be productively efficient, if

- A. Its cost of production is low
- B. It is selling its product at low price
- C. It is producing what customers want
- D. It is most popular in the region

ANSWER: A

Which one of the following is not an advantage of introduction of new technology in a firm?

- A. Reduction of waste
- B. Increases strain in industrial relation
- C. New and better products
- D. Better communication

ANSWER: B

LIC is concerned with?

- A. Real Estate
- B. Money Lending
- C. Insurance
- D. Export Business

ANSWER: C

FDI stands for?

- A. Foreign Direct Investment
- B. Foreign Dealers in India
- C. Foreign Diverse Investment
- D. Foreign Direct Interest

ANSWER: A

When you approach a seriously injured person, think of the ABC. What is ABC?

- A. Airway- Breathing-Circulation
- B. Airflow- Breast Circulation
- C. Airspace-Breathing-Cipher
- D. Airway-Breast-Circulation

ANSWER: A

Metallic Object in Petrol or Diesel which can cause damage to nervous system?

- A. Chromium
- B. Lead
- C. Tin
- D. Antimony

ANSWER: B

When working on electrical equipment, the area should not be wet because --

- A. One may slip
- B. It increase body resistance to flow of current
- C. It decreases body resistance to flow of current
- D. It can cause fluctuation in voltage

ANSWER: B

What does "horseplay" mean?

- A. Unauthorized work
- B. Rough and noisy behavior
- C. Wastage of material
- D. Fiddling with electrical equipment

ANSWER: B

Which is the biological hazard?

- A. Virus
- B. Fatigue
- C. Alcoholism
- D. Old age

ANSWER: A

Workmen's Compensation Act provides compensation in case of --

- A. Disablement
- B. Sickness
- C. Maternity
- D. Funeral

ANSWER: A

Which of the benefits are provided in EST Act?

- A. Sickness
- B. Maternity
- C. Employment Injury
- D. All of these

ANSWER: D

Apprenticeship training is provided in

- A. Schools
- B. Industrial Training Institutes
- C. Industries
- D. All of these

ANSWER: C

Quality circles are ----- groups of employees who voluntarily meet to solve work related problems.

- A. Formal
- B. Informal
- C. Contractual
- D. Expert

ANSWER: A

Leaving tools in aisles in a workshop can create ---

- A. A tripping hazard
- B. A chemical spill
- C. Additional storage space
- D. Easy accessibility to tools

ANSWER: A

Quality Objectives of any department must be ---

- A. Lofty
- B. Measurable
- C. Multiple
- D. High

ANSWER: B

When you hear the evacuation alarm you must ----

- A. Stop to get you belongings
- B. Call your supervisor
- C. Await further instructions
- D. Evacuate immediately

ANSWER: D

If you are injured at work, no matter how significant it is, you must

- A. Go Home
- B. Report to your supervisor
- C. Go to the hospital
- D. Tell your friends

ANSWER: B

Child labour is a person working below age of?

- A. 16 years
- B. 18 years
- C. 21 years
- D. 14 years

ANSWER: B

What does Banks help in?

- A. Funding business
- B. Population Counting
- C. Tourism arrangement
- D. Manufacturing Tools

ANSWER: A

A person who takes risk of setting up his own business is called ---

- A. Merchant
- B. Entrepreneur
- C. Businessman
- D. sales executive

ANSWER: B

Which one is a direct promotion technique?

- A. Advertisement
- B. Customer service
- C. Public relation
- D. Good will of the community

ANSWER: A

Which one is an integrated business accounting software {or small and medium business?

- A. Tally
- B. Busy
- C. Wings
- D. Target

ANSWER: A

Which one is NOT a global warming impact?

- A. Proper rainfall pattern
- B. Rising sea level
- C. Melting of glacier
- D. Change in rainfall pattern

ANSWER: A

Primary source of water is?

- A. River
- B. Lake
- C. Rain water
- D. underground water

ANSWER: C

The transformation of water vapor to liquid water droplets in air is called

- A. Transpiration
- B. Condensation
- C. Evaporation
- D. precipitation

ANSWER: B

Evaporation is

- A. Water into ground
- B. Water into vapour
- C. Water into sky
- D. Water into water

ANSWER: B

Which one is non - renewable energy?

- A. Solar
- B. Wind
- C. Coal
- D. Rain

ANSWER: C

Scientific study of the relationship between men and his working environment is

- A. Economics
- B. Ergonomics
- C. Biology
- D. Ecology

ANSWER: B

Hand protection is done through?

- A. Goggles
- B. Mask
- C. Helmet
- D. Gloves

ANSWER: D

Mask is used to protect from

- A. Sound Pollution
- B. Air Pollution
- C. Water Pollution
- D. Soil Pollution

ANSWER: A

Goggles are used to protect

- A. Head
- B. Eyes
- C. Hands
- D. Ears

ANSWER: B

In firefighting method, starvation is

- A. limitation of oxygen
- B. pouring water
- C. elimination of fuel
- D. reduction of temperature

ANSWER: C

The unsafe condition to work is

- A. oily floor
- B. good light
- C. proper tools
- D. adequate ventilation

ANSWER: A

which amount does include in wages?

- A. Travel allowance
- B. Dearness allowance
- C. Over time
- D. Remuneration award

ANSWER: B

ILO Stands for?

- A. international Labour Organization
- B. Indian Labour Organization
- C. Indian Labour Occupation
- D. international Labour Occupation

ANSWER: A

The expansion of PDCA is?

- A. Plan, Develop, Control, Act
- B. Plan, Do, Check, Act
- C. Plan, Develop, Check, Act
- D. Plan, Do, Control, Act

ANSWER: B

What is the function of "Histogram" quality tool?

- A. easy data collection
- B. narrow problem area
- C. indicates shape of distribution
- D. assess factors for problem

ANSWER: A

What does "KAIZEN" mean?

- A. Maintain standard
- B. Self-discipline
- C. Quality management
- D. Continuous improvement

ANSWER: D

What is self-discipline?

- A. Organizing oneself
- B. Organising others
- C. Others Organising you
- D. None of the above

ANSWER: A

Housekeeping supervisor works under?

- A. Front Office Manager

- B. Food and Beverages Manager
- C. Assistant Housekeeper
- D. None of the above

ANSWER: C

Greenhouse is?

- A. Guest room painted green
- B. Place to foster specialized plants
- C. Guest room in front of garden
- D. House made of wood

ANSWER: B

Public area supervisor works under

- A. In Front Office Department
- B. The housekeeping department
- C. The Engineering department
- D. The Food and beverages department

ANSWER: B

Floor Pantry stores

- A. All the cleaning agents, equipment
- B. Newspaper & Magazines
- C. Uniforms of Staff
- D. All of the options

ANSWER: A

Floor Pantries are situated near

- A. Service area
- B. Service Elevator
- C. Near the restaurant
- D. Near the laundry

ANSWER: B

Heavy equipment store contains

- A. Water tanks
- B. Files and Folders
- C. Bulky items
- D. None of the options

ANSWER: D

Uniform rooms stacks

- A. Soiled Uniform
- B. Uniform in current use

- C. Damaged Uniform
- D. All of the options

ANSWER: B

What can excessive stress lead to

- A. Anxiety
- B. Anger
- C. Health Issues
- D. All of the options

ANSWER: D

What results in efficient time management

- A. Maintain a to-do list
- B. Distribute your time
- C. Value deadlines
- D. All of these

ANSWER: D

What is the symptom of stress related to health

- A. Lack of sleep
- B. Headache
- C. Loss of Appetite
- D. All of these

ANSWER: D

Uniform are used for?

- A. Brand and Identity
- B. To save clothes
- C. To protect physical hazards
- D. None of the these

ANSWER: A

Without which of the following marketing can not be done?

- A. Product
- B. Place
- C. Price
- D. Promotion

ANSWER: A

In which of the below, Spreadsheets are observed?

- A. Computer
- B. TV
- C. Refrigerator

D. Washing Machine

ANSWER: A

IBM Stands for?

A. Indian Business Mission

B. Indian Banking Machine

C. International Business Machine

D. International Business Mission

ANSWER: C

HARD (ADVANCED)

Bench vice is used to hold work for

A. filing, cutting, tightening

B. filing, sawing, threading

C. filing, finishing, smoothing

D. filing, positioning, threading

ANSWER: B

Which of the following is Present Continuous Tense?

A. Ram runs fast.

B. Ram is running fast.

C. Ram will be running fast.

D. None of these

ANSWER: B

Which is the following is correct Passive Voice "Kumar ate an apple."?

A. An apple is being eaten by Kumar.

B. An apple was eaten by Kumar

C. An apple ate Kumar

D. Kumar eats an apple.

ANSWER: B

Arrange words of the given sentence in correct sequence - 'are, coming, now, you'

A. Are you coming now?

B. You are coming now?

C. Coming now you are?

D. Now you are coming?

ANSWER: A

Which one of the following describes individual's appearance?

A. Generous

- B. Selfish
- C. Ignorant
- D. Fat

ANSWER: D

Which one of the following comes under office etiquette?

- A. Punctual to work
- B. informal dress in office
- C. Listening music in office
- D. Litter one's workplace

ANSWER: A

Which one is not the reason to lose motivation?

- A. Lack of confidence
- B. Lack of focus
- C. Lack of direction
- D. Determination

ANSWER: D

Which one of the following is a barrier to speaking ?

- A. Confidence
- B. Nervousness
- C. Calmness
- D. Friendliness

ANSWER: B

Which one of the following is not a part of 7 C's of effective communication?

- A. Concise
- B. Correct
- C. Clear
- D. Comfort

ANSWER: D

Fill in the preposition. "My house is --- the third floor."

- A. At
- B. In
- C. On
- D. Under

ANSWER: C

344. Fill in the word with Future Tense Verb. "We --- to the Market."

- A. Are going
- B. Will go

- C. Go
- D. Had gone

ANSWER: B

Fill in the correct verb. "They --- good friends."

- A. Is
- B. Are
- C. Was
- D. Would

ANSWER: B

Which of the below is not Modal Auxiliary?

- A. Am
- B. Will
- C. Should
- D. Ought to

ANSWER: A

Fill in the correct word. --- is the speaker today?

- A. What
- B. Which
- C. Who
- D. When

ANSWER: C

Is "HOW" WH type question?

- A. Yes
- B. No
- C. Not sure
- D. None of these

ANSWER: B

What is the correct passive voice? Can cancan the can.

- A. The Can cancan the can
- B. The can can be canned by Can
- C. Can can't can the can
- D. None of these.

ANSWER: B

Choose the incorrect punctuation mark from below?

- A. Period (;)
- B. Question Mark (?)
- C. Slash (/)

D. Exclamation (!)

ANSWER: A

After getting an interview call, which is the next step?

A. Send resume

B. Prepare resume

C. Appear for interview

D. Join the company

ANSWER: C

What is the synonym of commitment

A. Dedication

B. Motivation

C. Engagement

D. All of these

ANSWER: A

Which of these should be avoided for effective listening?

A. Pre Listening Analysis

B. Listening to Structured talks

C. Team Listening

D. Predicting

ANSWER: D

A well-organized talk is

A. Structured

B. Random

C. Short

D. Long

ANSWER: A

Which of these should be avoided in pre listening analysis?

A. Mental discipline

B. Concentration

C. Prejudices

D. Patients

ANSWER: C

Predicting is, a technique to forecast what speaker will say?

A. Yes

B. No

C. Not sure

D. None of these

ANSWER: A

Which one is an email etiquette?

- A. Keep email short
- B. Send virus infected email
- C. Forward false message
- D. Use all caps letters in the email

ANSWER: A

Which of these is the first step in the listening process?

- A. Stop talking
- B. Receiving
- C. Interpreting
- D. Responding

ANSWER: A

Listening to songs only to derive pleasure comes under

- A. Critical Listening
- B. Therapeutic Listening
- C. Appreciative listening
- D. Comprehensive listening

ANSWER: D

He would starve to death rather than --- a loan.

- A. Have asked
- B. Ask
- C. To ask
- D. To have asked

ANSWER: C

It was easy to guess what they had been doing ---

- A. From living
- B. So as to live
- C. For a living
- D. To live

ANSWER: D

Reading comprehension means understanding a --- text

- A. Oral
- B. Written
- C. Usual
- D. Audio

ANSWER: B

Once the message is encoded in a desired format it is transferred through a medium called

- A. Channel
- B. Medium
- C. Media
- D. Way

ANSWER: A

It is important to consider proper --- where you are giving your presentation.

- A. Darkness
- B. Lighting
- C. Lightning
- D. Ventilation

ANSWER: B

Any word that adds more meaning to the noun is called an

- A. Adverb
- B. Adjective
- C. Verb
- D. Proper Noun

ANSWER: B

366. Our dress code is an example of communication.

- A. Verbal
- B. Nonverbal
- C. Written
- D. Oral

ANSWER: B

The application letter is -

- A. A description of your core strengths and suitability for the job
- B. A statement of your job objective
- C. A summary of your qualifications and experiences
- D. A foreword

ANSWER: A

Communication is a nonstop ---

- A. Process
- B. Program
- C. Paper
- D. Plan

ANSWER: A

Environmental barriers are same as ---

- A. Psychological
- B. Physiological
- C. Physical
- D. Cultural

ANSWER: B

Personification of strength and violence are considered as --- gender.

- A. Masculine
- B. Feminine
- C. Common
- D. Neutral

ANSWER: A

In ---- listening, the main intention is to seek certain information which will be appreciated.

- A. Empathetic
- B. Appreciative
- C. Evaluative
- D. Dialogic

ANSWER: B

--- context refers to the similarity of background between sender and receiver.

- A. Physical
- B. Cultural
- C. Social
- D. Chronological

ANSWER: B

When you shall plan to arrive for interview

- A. 30 minutes before
- B. 1 hour before
- C. On the time
- D. 2 hours before

ANSWER: A

The experience of feeling competent to cope with the basic challenges in life and of being worthy of happiness is-

- A. Arrogance
- B. Self-esteem
- C. Wishful thinking
- D. Self-efficacy

ANSWER: C

Which of these is the third step in the listening process?

- A. Stop talking
- B. Interpreting
- C. Responding
- D. Receiving

ANSWER: B

Hearing means perceiving with ears

- A. Yes
- B. No
- C. Not sure
- D. None of these

ANSWER: A

Which of these is not a type of listening?

- A. Appreciative listening
- B. Superficial listening
- C. Focused listening
- D. Musical listening

ANSWER: D

Which of these types of listening lacks depth?

- A. Appreciative listening
- B. Superficial listening
- C. Focused listening
- D. Evaluative listening

ANSWER: B

Which of these is based on effective listening?

- A. Note taking
- B. Notice writing
- C. Letter writing
- D. Predicting

ANSWER: A

Which of these is not a type of text for reading?

- A. Reference material
- B. Chats
- C. Scientific text
- D. Technical text

ANSWER: B

Which of these is not a deterrent to the listening process?

- A. Lack of interest
- B. Ego
- C. Confidence
- D. Fear

ANSWER: C

Who propounded the Needs Theory

- A. Frederick Herzberg
- B. Alderfer
- C. Abraham Harold Maslow
- D. None of the above

ANSWER: C

The two factor theory is based on which factors?

- A. Hygiene and behavioral
- B. Safety and self - esteem
- C. Self - actualization and status quotient
- D. None of the options

ANSWER: A

What does "E", "R" and "G" stand for in the ERG theory?

- A. Export, Risk and Guarantee
- B. Exponential, Reliability and Growth
- C. Existence, Relatedness and Growth
- D. None of the options

ANSWER: C

385. Which of the following statements regarding internal forces of motivation is true"

- A. They are more important to understand than external forces of motivation.
- B. They are less important to understand than external forces of motivation.
- C. They are as important as external forces of motivation.
- D. They are seldom recognized by managers

ANSWER: C

Which of the following is not a pull force of motivation

- A. availability of training
- B. performance level goals
- C. rewards and compensation
- D. pressure for high levels of output

ANSWER: B

Which of the following is not an internal motivational force

- A. Goals
- B. Needs
- C. Attitude
- D. feedback

ANSWER: D

Which of the following is not a push force of motivation

- A. security needs
- B. career advancement goals
- C. attitude about the supervisor
- D. the amount and timing of feedback

ANSWER: D

___ focuses on core job attributes, critical psychological states, and expected outcomes

- A. The equity model
- B. The expectancy model
- C. The two factor model
- D. The job characteristics model

ANSWER: D

--- is the degree which has a substantial impact on the lives of other people.

- A. Autonomy
- B. task identity
- C. task significance
- D. feedback from the job

ANSWER: C

--- refers to the learning opportunities designed to help employees grow.

- A. Training
- B. Development
- C. Education
- D. All of the options

ANSWER: B

Which of the following is a benefit of employee training?

- A. Improves morale
- B. Helps people identify with organizational goals
- C. Provides a good climate for learning, growth and coordination
- D. None of the options

ANSWER: B

Choose which of the following is a benefit to the individual while receiving training?

- A. Creates an appropriate climate for growth, communication
- B. Aids in increasing productivity and/ or quality of work
- C. Satisfies a personal needs of the trainer
- D. None of the options

ANSWER: C

Which of these is an off - the - job training method?

- A. Television
- B. Job rotation
- C. Orientation training
- D. Coaching

ANSWER: A

Which of the following is a learning principle?

- A. Recognition of individual differences
- B. Schedules of learning
- C. Transfer of learning
- D. All of the options

ANSWER: D

Which of these is a hindrance to effective training?

- A. Career planning workshop
- B. Aggregate spending on training is inadequate
- C. Mentoring
- D. Career counselling

ANSWER: B

Which of these is the benefit of needs assessment?

- A. Assessment makes training department more accountable
- B. Higher training costs
- C. Loss of business
- D. Increased overtime working

ANSWER: A

--- seeks to examine the goals of the organisation and the trends that are likely to affect these goals.

- A. Organisational Support
- B. Organisational analysis
- C. Person analysis

D. Key skill abilities analysis

ANSWER: B

Which of this is a step in training process?

- A. KSA deficiency
- B. Provide proper feedback
- C. Obstacles in the system
- D. Use of evaluation models

ANSWER: D

Which of the following act deals with employees' selection?

- A. Child labour act
- B. The apprentices act
- C. Mines act
- D. All of the above

ANSWER: D

Choose the odd man out.

- A. Acquisitions and mergers
- B. Radio and television
- C. Former employees
- D. Advertisements

ANSWER: C

What is the main objective of interview process?

- A. Hire the right candidates
- B. Meet the high labour turnover
- C. To reduce the costs of recruiting
- D. None of the above

ANSWER: A

Which of the following is an option to overcome communication barriers?

- A. Using pictures
- B. Practicing empathic communication
- C. Setting communication goals
- D. All of the above

ANSWER: D

Which of the following is a barrier to effective listening?

- A. Setting communication goals
- B. Using correct amount of redundancy
- C. Partial listening and distractions
- D. Improving communicator's credibility

ANSWER: D

Which of the factors influence organizational communication?

- A. Information Ownership
- B. Avoid evaluative judgement
- C. Job Description
- D. None of the above

ANSWER: C

Which of these is an example of formal channel of communication?

- A. Reports
- B. Text messaging
- C. Indirect communication
- D. All of the above

ANSWER: A

In how many directions does a communication flow in an organisational setup?

- A. 1
- B. 3
- C. 7
- D. 5

ANSWER: D

What is the reason for downward communication to be ineffective?

- A. Distortions
- B. Procedures
- C. Filtering
- D. None of the options

ANSWER: A

Communication flows from superiors to subordinates in downward flow of communication.

- A. Yes
- B. No
- C. Not sure
- D. None of these

ANSWER: A

Organizations need to evolve policies as they ensure ____ and ____ in treating people.

- A. Constancy and similarity
- B. Intention and safety
- C. Consistency and uniformity

D. None of the above

ANSWER: C

In which year did the term HRM emerge?

A. 1970

B. 1990

C. 1980

D. 1999

ANSWER: A

Managers when plan, organize, lead and control are called decision makers.

A. Yes

B. No

C. Not sure

D. None of these

ANSWER: A

Which of the following is an assumption of rationale decision making?

A. Preferences are clear

B. Final choice will maximize payoff

C. The problem is clear and unambiguous

D. All of the these

ANSWER: D

--- is accepting solutions that are "good enough".

A. Bounded rationality

B. Satisficing

C. Escalation of commitment

D. None of the above

ANSWER: B

Making decisions on the basis of experience, feelings & judgement is called ---.

A. Decision changing

B. Structured problems

C. Intuitive decision making

D. None of the options

ANSWER: C

What is CEO?

A. Chief Executive Officer

B. Chief Engineering Officer

C. Chairman Executive Officer

D. Chairman Engineering Officer

ANSWER: A

Which software provides key performance indicators to help managers monitor efficiency of projects and employees?

- A. Management Information System
- B. Business Performance Management
- C. Enterprise Application Software
- D. Online analytical Processing

ANSWER: B

What is the only concern of stockholders?

- A. Financial return
- B. Make profits
- C. Encourage social responsibility
- D. None of the options

ANSWER: A

Which of these is called a light green approach?

- A. Market approach
- B. Activist
- C. Stakeholder approach
- D. Legal

ANSWER: D

What is lateral communication?

- A. Communication flows from superiors to subordinates
- B. Communication flows between manager and work - groups
- C. Communication flows between peers
- D. None of the above

ANSWER: C

When communication flows between manager and outside groups like suppliers, creditors, banks, etc. is called ---

- A. Grapevine communication
- B. External communication
- C. Horizontal communication
- D. Upward communication

ANSWER: B

--- is a tool for auditing communication policies, networks and activities.

- A. Communication audits
- B. Informal communication
- C. Formal communication

D. Verbal communication

ANSWER: A

Informal communication is also called as grapevine

A. Yes

B. No

C. Not sure

D. None of these

ANSWER: A

Selection is now ___ and is handled by the HR.

A. Unplanned

B. Outsourced

C. Centralized

D. Commercialized

ANSWER: C

A test that seeks to predict through handwriting is ___

A. Polygraph

B. Graphology

C. Grammatology

D. Palmistry

ANSWER: B

In --- the interviewer uses pre-set standardized questions for all applicants.

A. Unstructured interview

B. Structured interview

C. Behavioral interview

D. Mixed interview

ANSWER: B

--- occurs when an interviewer judges an applicant's entire potential on the applicant dresses or talks.

A. Stress producing

B. Halo - effect

C. Unstructured

D. Selection

ANSWER: B

Which of the selection steps is the most critical?

A. Physical examination

B. Selection decision

C. Reference and background checks

D. Employment interviews

ANSWER: B

Which country uses the graphology test to select candidates?

A. U.S.

B. India

C. Germany

D. China

ANSWER: A

--- is a performance measure of both efficiency and effectiveness.

A. Organisational behavior

B. Organisational citizenship

C. Employee productivity

D. Employee Retention

ANSWER: C

The voluntary and involuntary permanent withdrawal from an organisation is called _

A. Turnover

B. Behaviour

C. Misbehavior

D. Selection

ANSWER: A

Discretionary behavior that is not part of an employee's formal job requirements

A. Appreciative Behaviour

B. Organisational behavior

C. Workplace misbehavior

D. Organisational citizenship

ANSWER: C

--- is that part of an attitude that's made up of the beliefs, opinions, knowledge.

A. Behavioral component

B. Cognitive component

C. Affective component

D. Organisational component

ANSWER: B

The emotional part of an attitude is called _____.

A. Affective component

B. Organisational behavior

C. Attitude

D. Behaviour

ANSWER: A

Employee's general belief that their organisation values their contribution and cares about their well - being is called _____.

A. Behaviour

B. Workplace misbehavior

C. Organisational behavior

D. Perceived organisational support

ANSWER: D

Which is the most popular approach to classifying personality traits?

A. MBTI

B. Style of making decisions

C. Social interaction

D. Cultural Interaction

ANSWER: A

Which of these is one of the five personality traits in the Big - Five Model?

A. Emotional stability

B. Openness to experience

C. Extraversion

D. All of the options

ANSWER: D

The ability to notice and to manage emotional cues and information is called ____

A. Perception

B. Thought Process

C. Emotional Intelligence

D. Personalization

ANSWER: C

What is the major issue faced while doing personal planning?

A. Information to be used in making forecasts

B. Types of people to be hired

C. Multiple positions to be filled

D. Emotional attachment to the work

ANSWER: A

If selected, how long will you work with us?

A. One year

B. Lifetime

C. As long as we both are happy

D. None of these

ANSWER: C

Will you work in night shift?

A. No I won't work in night shift at all

B. Yes I will work only in night shift

C. I am comfortable with rotational night shift

D. None of these

ANSWER: C

How much salary do you expect?

A. I want Rs 15000

B. I am fresher, I don't want salary

C. As per industry standards

D. All of the above

ANSWER: C

Why shall we hire you?

A. I want more money

B. I want to learn new things

C. I want to pass my time

D. I am fresher I don't know

ANSWER: B

Change the speech: She said to them, "Don't make a noise."

A. She asked them not to make a noise.

B. She told them not make noise.

C. She told them not to make a noise.

D. She told them that don't make a noise

ANSWER: A

He is gifted when it comes to --- with government officials.

A. Liasing

B. liaising

C. Laizing

D. liaizing

ANSWER: B

Run the verb in Future Perfect Continuous Tense. Radha (do) homework.

A. Radha will have been doing homework

B. Radha will be doing homework

C. Radha will do homework

D. Radha will have done homework

ANSWER: A

Change the voice. My bicycle has been sold.

- A. I had sold my bicycle.
- B. I have sold my bicycle.
- C. They sold my bicycle.
- D. My bicycle will sell.

ANSWER: B

Find the error: He was told that the faults were basically mechanics in nature.

- A. He was told that
- B. the faults were basically
- C. mechanics in nature.
- D. No error

ANSWER: C

The seniors --- for their rude behavior with juniors.

- A. Apologetic
- B. Apologizing
- C. apologized
- D. apologetic

ANSWER: C

Use correct form: The woman to who I will sell my house was a criminal.

- A. to whom I selled
- B. to whom I sell
- C. to whom I sold
- D. No correction required

ANSWER: C

Choose the correct combination to form sentences 1. India is a 2. cannot be denied 3. and this fact 4. developing country

- A. 3, 2, 4, 1
- B. 1, 4, 3, 2
- C. 1, 2, 4, 3
- D. 4, 3, 1, 2

ANSWER: B

If he --- time, he will tell you the story

- A. Has
- B. Had
- C. Haves
- D. will have

ANSWER: A

Author is related to Book as Choreographer is related to

- A. Drama
- B. Ballet
- C. Masque
- D. Opera

ANSWER: B

Laborer is related to Wages as Entrepreneur is related to ____?

- A. Loan
- B. Interest
- C. Profit
- D. Taxes

ANSWER: C

Read the passage and answer below 5 questions

A man is known by the book he reads as well as by the company he keeps; for there is a companionship of books as well as of men and one should always live in the best company, whether it be of books or of men. A good book may be among the best of friends. It is the same today that it always was, and it will never change. It is the most patient and cheerful of companions. It does not turn its back upon in times of adversity or distress. It always receives us with the same kindness; amusing and interesting us in youth, comforting and consoling us in age.

A man may usually be known by the books he reads because

- A. His reading habits shows that he is a scholar.
- B. The books he reads affect his thinking
- C. Books provide him a lot of knowledge
- D. His selection of books generally reveals his temperament and character

ANSWER: D

Which of the following statements is not true?

- A. Good books as well as good men always provide the finest company.
- B. A good book never betrays us
- C. We have sometimes to be patient with a book as it may bore us.
- D. A good book serves as a permanent friend.

ANSWER: C

The statement, " a good book may be among best of friends," means that

- A. there cannot be a better friend than a good book
- B. books may be good friends, but not better than good men

- C. a good book can be included among the best of friends of mankind.
- D. our best friends read the same good books.

ANSWER: B

Which of the following is opposite in meaning to the word 'adversity'

- A. Happiness
- B. prosperity
- C. Progress
- D. misfortune

ANSWER: B

Which of the following would be the most appropriate title for the given passage?

- A. Books show the reader's character
- B. Books as man's abiding friends
- C. Books are useful in the youth
- D. The importance of books in old age.

ANSWER: B

We are witnessing an industry that is _____ on poverty, mostly.

- A. Leading
- B. Superior
- C. Thriving
- D. discord

ANSWER: C

It is always the ordinary people who ____ victims of violence because the politicians move around in bullet-proof vehicles.

- A. Indicate
- B. Shun
- C. Fall
- D. transform

ANSWER: C

Mohit was advised to take ____ since he broke his leg in the accident.

- A. Medicine
- B. Coffee
- C. Rest
- D. leftover

ANSWER: C

--- should understand that they would get a license only if have basic skills of driving.

- A. Residential
- B. Political
- C. Authoritative
- D. applicants

ANSWER: D

When Sameer heard the news of his selection to the IIM, he felt _____.

- A. Effervescent
- B. Enamored
- C. Elated
- D. embittered

ANSWER: C

Choose correct word for an idioms below

To hold one's tongue

- A. to support
- B. to interfere in one's work
- C. to insult someone
- D. to keep quiet

ANSWER: D

Caught between two stools

- A. met with an accident
- B. difficulty in choosing between two alternatives
- C. struck in a calamity
- D. none of these

ANSWER: B

Make up one's mind

- A. to be prepared
- B. to make someone happy
- C. make a decision
- D. To criticize someone

ANSWER: C

To read between the lines

- A. understand the hidden meaning
- B. to have good sight
- C. to learn quickly
- D. none of these

ANSWER: A

A man of straw

- A. a worthy fellow
- B. a man of no substance
- C. a very active man
- D. a selfish person

ANSWER: B

Which is not a characteristic of motivation?

- A. Reduces boredom
- B. Brings new prospects and revenues
- C. Leads to job satisfaction and mental peace
- D. increases appetite

ANSWER: D

Parameters of delegation

- A. Identify risk involved
- B. Task must be agreed and not forced
- C. Task must be monitored
- D. All of the mentioned

ANSWER: D

Common sense is known as

- A. Reason quickly
- B. Spontaneity
- C. Tolerate inconsistency
- D. All of the mentioned

ANSWER: D

Self-esteem can be increased by

- A. Pampering yourself
- B. Not feeling guilty or conscience
- C. Not being judgmental about others
- D. All of the above

ANSWER: D

People with good attitudes do NOT have following feature

- A. They are pleasing characters.
- B. They demotivate others.
- C. They are very energetic.
- D. They enjoy life fully.

ANSWER: B

All beggars are not poor.

- A. Some beggars may not be poor
- B. If A is not rich, then A is not a beggar.
- C. All those who are poor are beggars.
- D. If A is rich, then A is not a beggar.

ANSWER: A

ADB has forecasted India's current economic growth forecast for this fiscal by 0.3% to ----

- A. 6.6 percent
- B. 6.7 percent
- C. 6.8 percent
- D. 6.9 percent

ANSWER: B

Which state government is set to start the world's first IT campus for differently abled persons?

- A. Andhra Pradesh
- B. Karnataka
- C. Kerala
- D. None of the options

ANSWER: D

Which educational institution was named after India's first PM?

- A. JNU
- B. BHU
- C. DU
- D. CISR

ANSWER: A

How will the government's definition of employment change soon?

- A. It will include only jobs in the formal sector
- B. It will include jobs in formal, and informal sector
- C. It will comprise jobs in formal, informal and MSME sector
- D. None of the options

ANSWER: C

Which emissions are turned to fuel using a membrane made of calcium, iron oxide and lanthanum?

- A. Carbon
- B. Oxygen
- C. Hydrogen
- D. All of the options

ANSWER: A

What is NTPC going to buy to mitigate concern on air pollution?

- A. Farm Stubble
- B. Cow Manure
- C. Sugarcane Molasses
- D. Dried Wheat

ANSWER: A

India is the largest emitter of which poisonous gas in 2017?

- A. Sulphur dioxide
- B. Sulphur trioxide
- C. Nitrous oxide
- D. Carbon monoxide

ANSWER: A

Amount of carbon dioxide in the earth's atmosphere has the potential to do?

- A. 20 meter rise in sea levels
- B. 6 degrees rise in temperature
- C. 1 million deaths
- D. All of the mentioned

ANSWER: A

Convention 182 and Convention 138 of the International Labour Organisation is related to

- A. Humane working conditions
- B. Child Labour
- C. Equality of pay between women and men
- D. Exploitation of workers

ANSWER: B

What is a need for an entrepreneur?

- A. Technical skills
- B. Thinking Skills
- C. Human Relations Skills
- D. All of the mentioned

ANSWER: D

Which one is relate to work happiness in an organization?

- A. Ignorance of the people
- B. Wasting energy on a piece of work
- C. Work satisfaction
- D. Be self-centered no output

ANSWER: C

Which pair related to success can be the ideal one?

- A. Motivation – Spiritual power
- B. Safety – Management
- C. Dedication – Aim achieving
- D. All of these

ANSWER: D

Which one of the following is the assisting element for the right attitude towards entrepreneurship in life?

- A. Development oriented view
- B. Confidence
- C. Development oriented view & Confidence
- D. None of these

ANSWER: C

How is government encouraging in the direction of self-employment? -----5

- A. By financial assistance
- B. By Motivation
- C. By Technical Training
- D. All of these

ANSWER: D

Say about the pair exactly showing the meaning of the words of the ecosystem?

- A. System an organized scheme
- B. Eco relation between organism and surrounding
- C. Both 'System an organized scheme' and 'Eco relation between organism and surrounding'
- D. None of these

ANSWER: C

Sort out the aims of occupational safety and health.

- A. Upgradation in physical, mental & social status
- B. Defense from the hazards
- C. Healthy working conditions
- D. All of the mentioned

ANSWER: D

An act binds for which of the following

- A. Formation of ideal condition
- B. Interrelation
- C. Formation of ideal condition & Interrelation
- D. None of these

ANSWER: C

Which one of the following deductions related provision is in Payment of Wages Act 1936?

- A. Voluntary Deduction
- B. Absence Deduction
- C. Income Tax Deduction
- D. All of the above

ANSWER: D

How can a product pose its own quality by the features? ----- 10

- A. By Fineness
- B. Uniformity
- C. By Fineness & Uniformity
- D. None of these

ANSWER: C

What can be the ultimate production of a process?

- A. Product
- B. Tool
- C. Price
- D. People

ANSWER: A

Common workplace hazard groups identified

- A. Mechanical Health
- B. Chemical Health
- C. Psycho Social
- D. All of the mentioned

ANSWER: D

Occupational Hazards are a result of

- A. Unhealthy condition at work
- B. Risk of accidents in factories
- C. Increasing risk of diseases
- D. All of the mentioned

ANSWER: D

Following is NOT a good working habit

- A. Reaching earlier for duty
- B. Observing safety precautions
- C. Interfering in others work
- D. Obeying your boss

ANSWER: C

The self-employed person is

- A. Not guaranteed of income
- B. Able to control his environment
- C. Leader of his business
- D. Independent

ANSWER: A

Price of the product depends on?

- A. Demand & Supply
- B. Cost
- C. Market Share
- D. All of the mentioned

ANSWER: D