

DEPARTMENT OF SCHOOL EDUCATION - SALEM DISTRICT

11 TH STD - EMPLOYABILITY SKILLS

UNIT TEST -II

PART -A

Marks:35

Time 1.30 hrs

Choose the correct Answer the following questions

1x10=10

1. The future of work centenary declaration in International Labour Conference was adopted in the year _____
A) 2009 B) 2017 C) 2019 D) 2009
2. _____ is someone to look upto based on your career values or aspiration
A) Journalist B) Facilitator C) Student D) Role model
3. Pick the odd one out
A) Happy B) Healthy C) sad D) anger
4. If you are giving instructions, you need to do a few things. Which one of the following is right?
A) Ensure that you give them slowly and clearly
B) Check that the listener has understood your instructions
C) Both A and B are Correct
5. LinkedIn is website that can be used to
A. Meet new members of our profession B. Share photos and videos
C. Watch movies D. Wish people on their birthdays
6. Which of the following are Email services?
A. Google.com B. Hotstar.com
C. Cartoon Network D. Hotcrossmail.com
7. In MS excel, collection of worksheets is known as _____
A. Worksheet B. Workbook C. Excel book D. Sheet book
8. The expansion of RAM is
A. Read Octet Machine B. Random Access Memory
C. Read Access Memory D. Random Access Machine

9.Consumer's buying behaviour does not depend on which factor?

- A. Buying habits
B. Education
C. Purchasing power
D. Living habit

10. In "SWOT" analysis, "S" stands for

- A. Success
B. Strength
C. Survey
D. Service

PART-B

Write any three the following questions

3x2=6

11.Differentiate classroom learning and self-learning

12.Convert the Active voice into Passive voice

- a. I purchased a bag.
b. I also bought a few things.

13.List the importance of teamwork.

14.What is an operating system?

15. What is marketing?

PART-C

Write any three the following questions

3x3=9

16.Write 3 methods required for understanding yourself.

17.Write a set of five instructions that should be followed during an interview

18.Differentiate constructive and destructive criticism.

19.What is the application of computers?

20.List some of the functions of MSME

PART-D

Write any TWO the following questions

2X5=10

21.What are the factors you will consider before choosing a career? (or)

Rajiv wants to book a flight ticket to Delhi and he contacts the travel agent. Write a short dialogue of eight exchanges between the travel agent and Rajiv.

22.What are the 7 C's of effective communication?(or)

What are the various qualities of an Entrepreneur?