

12 - STD**SECOND REVISION TEST - 2024**

YouTube/ Akwa Academy
EMPLOYABILITY SKILLS

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Time : 3.00 Hrs

MARKS : 70

- I. Choose the correct answer following questions 30 x 1 = 30
- Personal hygiene increases _____ and promotes positive personal relationships.
A. Cleanliness B. Motivation C. Roles D. Self confidence
 - Taking the time to think and pay attention to your own thoughts, emotions, decisions and behavior is described as _____.
A. Self respect B. Self reflection C. Being honest D. Feedback
 - The art of treating everyone and everything with care is often termed as _____.
A. Honesty B. Accepting C. Respect D. Motivation
 - Speaking is an act of making _____.
A. Beating sound B. Dancing beats C. Vocal sound D. Ringing sound
 - Effective speaking helps us to build _____.
A. Unclear communication B. Effective communication
C. Bad communication D. Ambiguous communication
 - Which of the following helps us to grasp important notes?
A. Summary writing B. Mind mapping C. Note making D. Draft making
 - What is the correct Tamil translation for the word "bakery"?
A. அடுகை B. சேதர் விடுதி C. பேக்கரி D. வார்ப்புறம்
 - A place where groups of professionals with similar areas of interest can share information and participate in a conversation is popularly called as _____.
A. Facebook B. Twitter C. Social Media D. LinkedIn
 - The skills, strategies, and dispositions are involved in _____ that people use to work together to pursue common purposes and accomplish common goals.
A. Communication B. Collaborating C. Comment D. Post
 - Speaking too _____ may be disrespectful in certain settings.
A. Softly B. Loudly C. Harshly D. Politely
 - In MS word you have _____ types of alignment
A. 2 B. 3 C. 5 D. 4
 - Header and footer options can be find in which tab
A. Home B. View C. Insert D. Tools
 - Shapes can be found in which of the following tabs?
A. Home B. View C. Insert D. Tools
 - The entrepreneurs who work hard, like hustler entrepreneurs, to make those ideas more successful than their competitors is _____.
A. Hustler B. Imitator C. Reasercher D. Joint venture
 - An _____ should be creative and bring innovative solutions to his product or service to differentiate himself from others in the market.
A. Business man B. Entrepreneur C. Employee D. Labour
 - Atal Incubation Center is a type of _____ funding
A. Government Funding B. Non-Government funding
C. Private funding D. Self funding
 - Identify the factor required to perform an external scan of the organization.
A. Examine the organization's strengths and weaknesses. B. Goals of the organization
C. Views of Interview leaders of the organization. D. Demographics
 - Being a better listener, asking questions, being willing to make mistakes, learning from the co-workers are some ways to improve _____ skills.
A. Thinking B. Initiative C. Speaking D. Adaptability
 - The changes which take place within groups and are concerned with the interaction and forces obtained between group members in a social setting is referred to as _____.
A. Teamwork B. Group dynamics C. Group Morals D. Group change

20. A diverse workplace increases _____ by ensuring the right person gets the right task.
A. Productivity B. Profit C. Loss D. Manufacturing rate
21. The concentration of women in the _____ sector is not driven by legal barriers.
A. Economic B. Formal C. Informal D. Educational
22. Expand WEF. **YouTube/ Akwa Academy**
A. World Economic Forum B. World Education Forum
C. Wide Economic Forum D. World Equity Forum
23. Delivery of financial transactions through digital media is known as
A. Online finance B. Mobile finance C. Digital finance D. Tele finance
24. Which of the following is a financial instrument?
A. Land B. Gold C. Bond D. Building
25. GST stands for
A. General Sales Tax B. Goods and Services Tax
C. Goods and Sales Tax D. General Services Tax
26. GST is a successor to
A. Value Added Tax B. Income Tax C. Entertainment Tax D. Service Tax
27. Forming political entities across the globe is an example for
A. Political globalization B. Social globalization
C. Cultural globalization D. Educational globalization
28. Customer _____ can help one gain their trust and maintain customer loyalty.
A. Appearance B. Money C. Feedback D. Time
29. Job portals bridge recruiters and
A. Owners B. Managers C. Job seekers D. Secretaries
30. The ability to think logically and finding solution for a problem is known as
A. Problem solving skills B. Self motivation C. Negotiation skills D. Language skills

II. Answer Any Five Of The Following (question No 37 Compulsory)

5x2=10

31. State the importances of Self-motivation.
32. Write about Listening skills.
33. Write the advantages of social media?
34. Who is a social entrepreneur?
35. What is economic participation?
36. What is digital finance literacy
37. What is globalization?

III. Answer Any Five Of The Following (Question No 44 Compulsory)

5x3=15

38. List out the tips self motivation.
39. List out the benefits of speaking skills.
40. Compare the advantages of virtual communication and social media.
41. Give 2 conditions to be a member of SHG.
42. write the five obstacles issues for the women around the world.
43. What is digital financial services?
44. List out the points to be considered while doing job market research.

IV. Answer The Following Questions

3x5=15

45. a) State the ten signs that explain you are honest to yourself.
(OR)
b) What are the types of formal communication?
46. a) What are the elements involved in blogging?
(OR)
b) Briefly explain about the Startups in TN.
47. a) How to invest in the share market?
(OR)
b) What is meant by Sustainable Career? What are the steps to build a Sustainable Career?