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SCHOOL EDUCATION DEPARTMENT - SALEM DISTIRCT ONE MARK TEST 2023

CLASS :12

## EMPLOYABLITY SKILL

TIME: 1.00 hr MARKS :100

PART -A

## Choose the best answer

1x100=100

1.	The inspirational process stimulating	people to take the effort to achieve their goals is		
	A. Self reflection	B. Connection		
	C. Motivation	D. Appraisal		
2.	Personal hygiene increases	_ and promotes positive personal relationships.		
	A.Cleanliness	B.Motivation		
	C.Roles	D.Self confidence		
З.	3. Taking the time to think and pay attention to your own thoughts, emotions, decisions a			
	behavior is described as			
	A. Self respect	B. Self reflection		
	C. Being honest	D. Feedback		
4.	4. The practice of developing speaking truth throughout life is			
	A. Honesty	B. Grooming		
	C. Feedback	D. Shy		
5.	5. An internal dialogue with oneself that influences our thoughts and our actions is			
	A. Honesty	B. Speaking with friends		
	C. Self talk D. Sel	f motivation		
6.	With what can we equip ourselves from	the triangle of success?		
	A. Knowledge	B. Emotion		
	C. Behaviour	D. Planning		
7.	The art of treating everyone a	and everything with care is often termed as		
	A. Honesty	B. Accepting		
	C. Respect	D. Motivation		
8.	The way of putting off your immediat	e comfort or wishes in favor of long term success is		
	described as			
	A. Self reflection	B. Self discipline		
	C. Self acceptance	D. Grooming		
9.	The process of taking steps to look ne	eat and presentable and how you take care of yourself		
	and your appearance is			
	A. Cleaning	B. Hygiene		
	C. Discipline	D. Grooming		
10. Doing things in advance in an effort to better control a situation is discipline.				
	A. Proactive	B. Active		
	C. Reactive	D. None of the above		
11.	When you have self talk,	yourself when you make a mistake.		
	A. Punish	B. Accept		
	C. Forgive	D. Push harder		
12. Which among the following is the dominant business language?				
	A. French	B. English		
	C. German	D. Spanish		
13. Speaking is an act of making				

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www.Padasalai.Net www.Trb Tnpsc.Com A. Beating sound B. Dancing beats C. Vocal sound D. Ringing sound 14. Which of the following helps us to grasp important notes? A. Summary writing B. Mind mapping C. Note making D. Draft making 15. Information about daily economy, entertainment, politics, sports and commerce are seen in? A. Subject book **B.Organization's publications** C. Yearbook D. Newspaper 16. Find out the right abbreviated term for C.M. A. Chief Member B. Chief Minister C. Chief Man D. Chief Maker 17. Which of the following is a future tense? A. I watched a movie B. I had a pet C. I will walk D. I lost it 18. What is the correct Tamil translation for the word "bakery"? B.தேநீர் விடுதி A. அடுமனை C. பேக்கரி D. பெட்டி கடை 19. Communication flow from upper ladder to lower ladder is known B. Downward communication A. Upward communication C. Horizontal communication **D.** Diagonal communication 20.IELTS stands for \_\_\_\_\_ A. The International English Language Testing System B. The International English Language Talking System C. The International every Language Testing System D. The International every Language Testing Style 21. On an average, how many organizations believe IELTS test? A. Fewer than hundred B. Fewer than thousand D. More than 10000 C. Fewer than 10000 Occupational English Test have beendeveloped specificallyfor \_\_\_\_\_ professionals. 22. **B.** International business A. Finance C. Healthcare D. Child care refers to a computer-based technology that facilitates the The term \_\_\_\_\_ 23. sharing of ideas, thoughts, and information through virtual networks and communities. A. Communication **B.** Internet C. Social Media D. Listenina 24. A place where groups of professionals with similar areas of interest can share information and participate in a conversation is popularly called as \_\_\_\_\_. **B.** Twitter A. Facebook C. Social Media D. LinkedIn The term \_\_\_\_\_ is usually referred to an online diary 25. A. Post B. Blog C. Social Media D. Microsoft word The process of working together and communicating with others, even if we are not in the 26. same room is \_\_\_\_\_ A. Virtual Communication B. Internet C. Social Media D. Blogging 27. The process that combines the knowledge, skills, processes and dispositions one associates duringinteractions with others is termed as\_\_\_\_\_.

A. Communication competency Kindly Send Me Your Key Answer to Our email id.

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www.Padasalai.Net www.Trb Tnpsc.Com **B. Virtual Communication** C. Blogging D. Social Media Speaking too \_\_\_\_\_ may be disrespectful in certain settings. 28. A. Softly B. Loudly C. Harshly D. Politely Parents listening to their children help build their \_\_\_\_\_ 29. A. Self esteem **B.** Respect D. Guidance C. Loyalty 30.Informational listening is also called as \_\_\_\_\_ A. Comprehensive **B.Critical** C. Therapeutic D. Appreciative 31. Therapeutic listening is also called \_\_\_\_\_ **B.** Informational A. Empathetic C. Comprehensive **D.** Appreciative The process of translating the speech in their head and delivering it in the preferred 32. language instantly, with a minimum delay is called \_\_\_\_\_\_ interpreters. B. Relay A. Simultaneous D. Communicative C. Whispered 33. When there are no interpreters available for a particular language pair \_\_\_\_\_ interpretation is the best mode. A. Simultaneous B. Relay **D.** Communicative C. Whispered Numbering and bullet options can be seen in which tab of the MS word? 34. A. File B. View C. Home D. Format 35. In MS word you have \_\_\_\_\_ types of alignment B. 3 A. 2 C. 5 D. 4 36. Header and footer options can be find in which tab A. Home **B.** View C. Insert D. Tools 37. Page numbers are usually seen in A. Header B. Footer D. Title C. Body 38. In MS word how many types of orientation are available? A. 2 **B**. 3 C. 4 D. 5 To link websites, which of the following options is used? 39. A. Smart art B. Word art C. Hyperlink **D.** Attachments 40.Alt+H+W is used to \_\_\_\_\_ in excel A. Wrap text B. Merge C. Centre D. Strike through 41. Auto sum option can be seen in how many locations **B**. 2 A. 1 С. З D. 4

42. Google slides are similar to each of the following A. Word B. Excel

B. Excel Kindly Send Me Your Key Answer to Our email id - Padasalai.net@gmail.com

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C. PowerPoint	D. Access					
43. IoT stands for						
A. Internet of thoughts	B. Intranet of things					
C. Internet of things	D. Internal of things					
44pdf is the expansion of	-					
A. Portable document format						
	D. Portable device file					
	a's is phenomenal in sectors like Automobiles,					
	er products, Textiles, Software and ITeS.					
A. GDP B.GST C. Ta	-					
	like hustler entrepreneurs, to make those ideas more					
-	-					
successful than their competitors is						
	C. Reasercher D.Joint					
	and bring innovative solutions to his product or service to					
differentiate himself from others in the r						
A. Business man B. Entrepreneur						
48. The lifeblood of any business is inte						
A. Finance B.Investment	C. Feasibility D. Profit					
49. Atal Incubation Center is a type of_						
A. Government Funding	B. Non-Government funding					
C. Private funding	D. Self funding					
50.A community that helps many wome	en to strive in their life and give meaning to it by					
transforming their ordinary life into	o an entrepreneurial life is termed as					
A. SHG B. SIP	C. DIDF D. MGS					
51. SHG consists of						
A. Only Male or female members	B. Two from a family					
C. Any gender	D. mixed gender					
52. The expanded form of SIDBI is						
A. Small Industries Development Bank of India						
B. SIDCO Banking industries						
C. Startup India Business Initiative						
D. A unit of IDBI groups						
53. Venture capitalism is a type of						
	 hk for startup D. Money					
Ŭ	ne than money to spend on starting a business					
	The than money to spend on starting a business					
isentrepreneur.	C Desservels D Livetier					
	C. Research D. Hustler					
-	Ip the women entrepreneurs in organizing themselves, in					
the aspect.						
A. Financial B. Psychological						
	cess of gathering about an					
organization or about a job we wish to						
A. Information B. Resources	C. Contacts D. Materials					
57. Identify the factor required to perfor	m 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 org	ganization.					
D. Demographics						
58. Being a better listener, asking ques	tions, being willing to make mistakes, learning from the					
co-workers are some ways to improve skills.						
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A. Thinking B. Initiative C. Speaking	D. Adaptability					
59. The skills an individual possesses when the	course of dealing with things changes rapidly or					
slowly is called as						
A. Adaptability B. Leadership C. Initia	ative D. Guiding					
60.People with well-established skills	-					
chance of getting promotions.	· · · · · · · · · · · · · · · · · · ·					
	dership D. Author					
61. The skill set that can be highlighted in the res	-					
gaining some experience is A. Leadership B. Speaking C. Initia						
	alive D. Reading					
62. Choose anyone importance of Up skilling						
A. Restrict an employee's Abilities	-					
C. Maximize Skill Gap	D. DecreasesEmployee					
Retention						
63. 15.The process of learning a completely n	ew set of skills to perform a different nature of					
task is called						
A. Up skilling B. Training C. Inte	rnship D. Reskilling					
64. 17. The study of forces within a group is te	ermed as					
A. Group dynamics	B. Teamwork					
C. Consumerism	D. Group discussion					
65. The changes which take place within grou	ups and are concerned with the interaction and					
forces obtained between group members	s in a social setting is referred to as					
·						
A. Teamwork	B. Group dynamics					
C. Group Morals	D. Group change					
66. The third stage of group dynamics is						
A. Forming B. Storming C. No	D. Performing					
A. Forming B. Storming C. No 67. An organization where people of differ	orming D. Performing rent sex, gender, caste, class, age, physical					
A. Forming B. Storming C. No 67. An organization where people of differ appearance, education, abilities and more wor	D. Performing					
A. Forming B. Storming C. No 67. An organization where people of differ appearance, education, abilities and more work workplace.	D. Performing Tent sex, gender, caste, class, age, physical tk together is referred as in the					
<ul> <li>A. Forming</li> <li>B. Storming</li> <li>C. No</li> <li>67. An organization where people of different appearance, education, abilities and more work workplace.</li> <li>A. Diversity</li> <li>B. Inclusion</li> <li>C. Ecc.</li> </ul>	D. Performingrent sex, gender, caste, class, age, physicalrk together is referred asphomicsD. Equality					
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<ul> <li>A. Forming</li> <li>B. Storming</li> <li>C. No</li> <li>67. An organization where people of different appearance, education, abilities and more work workplace.</li> <li>A. Diversity</li> <li>B. Inclusion</li> <li>C. Ecco</li> <li>68. A diverse workplace increases</li> <li>68. A diverse workplace increases</li> <li>68. A diverse workplace increases</li> <li>69. To be a diverse organization the</li> <li>70. Employees who feel valued and important a company for longer.</li> <li>A. Move to a new</li> <li>B. Stay at the same Change</li> <li>71. Global Gender Gap Report provides scores on men and women.</li> <li>A. GGGI</li> <li>B. GGGR</li> <li>C. GG</li> <li>72. Economic Participation amongst gender participation.</li> </ul>	orming       D. Performing         rent sex, gender, caste, class, age, physical         k together is referred as in the         onomics       D. Equality         op ensuring the right person gets the right task.         B. Profit         D. Manufacturing rate         most members of the organization must also be         C. Lowest       D. Equal         at work are more likely to         me       C. Quit         D.         GT       D. GGGK         r refers to the genders'of					
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www.Padasalai.Net www.Trb Tnpsc.Com 74. As pointed out by Jawaharlal Nehru "To awaken the people, it is the \_\_\_\_\_ who must be awakened". A. Men B. Transgender C. Women D. Both men and women 75. The study of gender and education encompasses gender differences in outcomes. A. Working B. Educational C. Political D. Economic 76. Expand WEF. A. World Economic Forum **B. World Education Forum** C. Wide Economic Forum D. World Equity Forum 77.A diverse workplace not only increases the number of customers but also the chances for A. Customer development B. Company development C. Customer product D. Customer satisfaction 78. TVM stands for A. Time Value of Marketing B. Time Value of Money C. Time Value of Mark D. Time Value of Management Delivery of financial transactions through digital media is known as 79. A. Online finance B. Mobile finance C. Digital finance D. Tele finance 80.In the formula of Time Value of Money "r" means A. Present value B. Future value C. Rate of interest D. Rate of tax 81. Fintech cannot be used in which of the following sector A. Agriculture B. Insurance C. Retail D. Painting Which of the following is not a component of digital financial inclusion? 82. A. Transaction platform **B.** Retail agent C. Electronic device D .Cash counter Which of the following is a financial instrument? 83. B. GoldC. Bond A. Land D. Building Which of the following is not a feature of a Bank 84. A. Ever-increasing B. Connecting Link C. Marketing Business D. Name Identity Who among the following is known as premium hunter 85. A. Bull B. Stag C. Bear D. Lame duck 86. A bank which has a broad range of area under it is known as A. Small finance bank B. Local area bank C. Universal bank D. Public sector Bank 87. GST is a successor to A. Value Added Tax B. Income Tax C. Entertainment Tax D. Service Tax UTGST is collected in 88. C. Union Territories D. Nationwide. A. States **B.** Districts Creation of multinational companies is possible by 89. A. Centralization **B.** Decentralization D. Inland trade C. Globalization 90.Forming political entities across the globe is an example for ...... A. Political globalization B. Social globalization C. Cultural globalization D. Educational globalization 91. Qualitative and quantitative method of analyzing job is known as A. Job B. Job research D. Recruiting research C. Job market research Kindly Send Me Your Key Answer to Our email id - Padasalai.net@gmail.com

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92. Select a work competency from the	below given list	-					
A. Problem Solving skill	B. Problem making skill						
C. Handling rejection skill	D. English language skill						
93. A sustainable career is one that end	lures over through t	the entire work life.					
A. Time B. Date	C. Day	D. Interest					
94. Customer can help one g	ain their trust and maintai	in customer loyalty.					
A. Appearance	B. Money						
C. Feedback	D. Time						
95. Building a working relationship wit	his key to	the long-term success of a					
business.							
A. Company B. Proprietor	C. Customers D.	. Co worker					
96. Job portals bridge recruiters and							
A. Owners B. Managers	C. Job seekers D.	Secretaries					
97. One can use LinkedIn to find							
A. Jobs B. Places	C. Documents	D. Funds					
98. The ability to think logically and findi	ng solution for a problem	is known as					
A. Problem solving skills	B. Self motivation						
C. Negotiation skills	D. Language skills						
99. Trans pacific partnership is an exam	nple for						
A. Political globalization	B. Economic globalizatio	n					
C. Cultural globalization	D. Social globalization						
100. How many types of globalization we	e have						
A. 2 B. 3	C. 4	D. 5					
G. KANNAN M.E., M.B.A., D.I.S., D.P.M., D.I.S.M	l.,						
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