

Class : 12

Register Number					
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**FIRST REVISION EXAMINATION - JANUARY - 2025**

Time Allowed : 3.00 Hours]

**EMPLOYABILITY SKILLS**

[Max. Marks :70

**PART - I**Note : (i) Answer All the questions. [akwaacademy.blogspot.com](http://akwaacademy.blogspot.com)

30x1=30

(ii) Choose the correct answer and write the option code &amp; the corresponding answer.

- The practice of developing speaking truth throughout life is \_\_\_\_\_.  
a) Honesty                      b) Grooming                      c) Feedback                      d) Shy
- Informational listening is also called as \_\_\_\_\_.  
a) Comprehensive                      b) Critical                      c) Therapeutic                      d) Appreciative
- The term \_\_\_\_\_ is usually referred to an online diary.  
a) Post                      b) Blog                      c) Social Media                      d) Microsoft word
- Lack of self-discipline can cause low \_\_\_\_\_.  
a) Self esteem                      b) Self empathy                      c) Self preservation                      d) Self respect
- LSRW skills stands for \_\_\_\_\_.  
a) Listening Speaking Reading and Writing                      b) Learning speaking rising writing  
c) Learning speaking rising watching                      d) Language speaking rising writing
- Alt+ H+ W is used to \_\_\_\_\_ in excel.  
a) Wrap text                      b) Merge                      c) Centre                      d) Strike through
- An internal drive that helps us keep moving forward is \_\_\_\_\_.  
a) Self reflection                      b) Self respect                      c) Self-Motivation                      d) Feedback
- Therapeutic listening is also called \_\_\_\_\_.  
a) Empathetic                      b) Informational                      c) Comprehensive                      d) Appreciate
- TANSIL is expanded as \_\_\_\_\_.  
a) Tamil Nadu Small scale Industry                      b) Tamil Nadu Small scale Innovation council  
c) Tamil Nadu Startup Innovation council                      d) TamilNadu Startup Initial council
- The act of raising capital to support a business venture is known as startup \_\_\_\_\_.  
a) Business                      b) Funding                      c) Investment                      d) Loans
- The lifeblood of any business is interpreted to be \_\_\_\_\_.  
a) Finance                      b) Investment                      c) Feasibility                      d) Profit
- Official interchange of information is known as \_\_\_\_\_.  
a) Communication                      b) Effective communication  
c) Good communication                      d) Formal communication
- 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
- To link websites, which of the following options is used?  
a) Smart art                      b) Word art                      c) Hyperlink                      d) Attachments
- IoT stands for \_\_\_\_\_.  
a) Internet of Thoughts                      b) Intranet of Things  
c) Internet of Things                      d) Internal of Things
- The process of learning a completely new set of skills to perform a different nature of task is called \_\_\_\_\_.  
a) Upskilling                      b) Training                      c) Internship                      d) Reskilling
- A diverse workplace brings together people with different perspectives. This increases \_\_\_\_\_ and innovation.  
a) Creativity                      b) Productivity                      c) Development                      d) Equity
- A diverse workplace increases \_\_\_\_\_ by ensuring the right person gets the right task.  
a) Productivity                      b) Profit                      c) Loss                      d) Manufacturing rate
- In a professional life \_\_\_\_\_ is the ability to react to rapid thoughts. Patterns and strategies.  
a) Change                      b) Think                      c) Adaptable                      d) Behaviour



20. Which among the following is not a online job portal in India  
 a) Naukri.com                      b) LinkedIn                      c) Indeed.com                      d) Gmail
21. The skills an individual possesses when the course of dealing with things changes rapidly or slowly is called as -----  
 a) Adaptability                      b) Leadership                      c) Initiative                      d) Guiding
22. Customer ----- can help one gain their trust and maintain customer loyalty.  
 a) Appearance                      b) Money                      c) Feedback                      d) Time
23. The ability to work well with other people is known as  
 a) Introvert                      b) Extravert                      c) Team spirit                      d) Team knowledge
24. 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
25. TVM stands for  
 a) Time Value of Marketing                      b) Time Value of Money  
 c) Time Value of Mark                      d) Time Value of Management
26. Expand WEF.  
 a) World Economic Forum                      b) World Education Forum  
 c) Wide Economic Forum                      d) World Equity Forum
27. UTGST is collected in  
 a) States                      b) Districts                      c) Union Territories                      d) Nation wide.
28. In the formula of Time Value of Money "r" means  
 a) Present value                      b) Future value                      c) Rate of interest                      d) Rate of tax
29. 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
30. Creation of multinational companies is possible by  
 a) Centralisation                      b) Decentralization                      c) Globalization                      d) Inland trade

**PART - II**

II. Answer any 5 questions:- (Question No. 37 is compulsory)

5x2=10

31. Define Group Dynamics.  
 32. Define Gender Gap  
 33. What is the importance of formal communication?  
 34. What is digital finance literacy?  
 35. Who is an Imitator Entrepreneur?  
 36. What is cloud computing?  
 37. What is negotiation skill? How will you improve it?

**PART - III**

III. Answer any 5 questions:- (Question No. 44 is compulsory)

5x3=15

38. List any 3 ways to improve initiative skills.  
 39. List the influential factors that determine health and survival.  
 40. Explain income tax and the deductible portion of it.  
 41. Name the various types of youth entrepreneurs.  
 42. Explain about the Google sheets.  
 43. What are online job portals?  
 44. Explain the benefits of self-discipline.

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**PART - IV**

IV. Answer the following questions :-

3x5=15

45. a) List the roles an effective leader must possess.

(OR)

- b) Identify ways that enhance inclusion in the workplace.

46. a) What are the types of formal communication?

(OR)

- b) Write a short note on the future of information technology.

47. a) What is SEBI? What are the objectives of it?

(OR)

- b) What are the common factors influencing the global Work culture? Give solutions to overcome the factors influencing the global Work culture.