### PART - B

<table>
<thead>
<tr>
<th>Mark</th>
<th>Question</th>
<th>Options</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Which is a silent letter in the word “ANSWER”?</td>
<td>A R, B E, C S, D W</td>
<td>D W</td>
</tr>
<tr>
<td>2</td>
<td>Fill in the blank with suitable place preposition. “My house is .......... the third floor”?</td>
<td>A at, B in, C on, D under</td>
<td>C on</td>
</tr>
<tr>
<td>3</td>
<td>Fill in the blank with correct future tense of verb “We .......... to the zoo after Breakfast”</td>
<td>A went, B are going, C had gone, D will go</td>
<td>B are going</td>
</tr>
<tr>
<td>4</td>
<td>Fill in the blank with correct word. “They .......... good friends”</td>
<td>A is, B am, C are, D was</td>
<td>C are</td>
</tr>
<tr>
<td>Question</td>
<td>Marks</td>
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<td>6</td>
<td>2</td>
<td>Fill in the correct question word. is the speaker at the function?</td>
<td>A: What, B: When, C: Why, D: Who</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
<td>Which one is a cardinal number?</td>
<td>A: X, B: II, C: IV, D: III</td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td>Which one is a “Do’s” of discussion etiquettes?</td>
<td>A: Loose your temper, B: Talk about irrelevant details, C: Listen to others, D: Use impolite or rude language</td>
</tr>
<tr>
<td>9</td>
<td>2</td>
<td>Choose the correct punctuation mark after the word “Rohan” in the given sentence. “Rohan David and Ram are playing hide and seek”.</td>
<td>A: Comma (,), B: Period (.), C: Slash (/), D: Hyphen (-)</td>
</tr>
<tr>
<td>10</td>
<td>2</td>
<td>After receiving interview call, what is the next step?</td>
<td>A: Send application letter, B: Prepare the resume, C: Appear at interview, D: Send resume</td>
</tr>
<tr>
<td>11</td>
<td>2</td>
<td>Which one is an output device?</td>
<td>A: Bar code reader, B: Mic, C: Plotter, D: Keyboard</td>
</tr>
<tr>
<td>12</td>
<td>2</td>
<td>Which one is NOT a storage device?</td>
<td>A: Printer, B: Video tape, C: USB flash drive, D: Memory card</td>
</tr>
<tr>
<td>Question</td>
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<td>----------</td>
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</tbody>
</table>
| In MS Paint, which extension is not supported? | 2 | A. .jpeg  
B. .doc  
C. .gif  
D. .png | A. .jpeg |
| What is a shortcut key for "cut" command? | 2 | A. Ctrl +C  
B. Ctrl+V  
C. Ctrl+A  
D. Ctrl+X \* | A. Ctrl +C |
| Which one of the following shows the synonyms for a word we type in MS Word? | 2 | A. Thesaurus  
B. Spell check  
C. Hyperlink  
D. Style | A. Thesaurus |
| What is the cell address of 4th row and 4th column? | 2 | A. 4D  
B. E4  
C. D4  
D. B4 | A. 4D |
| Computer network that spans a regional, national or global area is called... | 2 | A. LAN  
B. MAN  
C. WAN  
D. CAN | A. LAN |
| Which one is a search engine? | 2 | A. Flickr  
B. Orkut  
C. Hotmail  
D. Google | D. Google |
| An illegal activity committed on the Internet is called... | 2 | A. virus  
B. search engine  
C. social networking  
D. cyber crime | D. cyber crime |

Note: Questions 12 and 16 are in Hindi.
19 Marks: 2
Which one is 3P's of public speaking?
A. Possess, present, practice
B. Prepare, Practice, perform
C. Publish, pleasant, perfect
D. Perfection, Performance, painstaking

20 Marks: 2
Which one is an email etiquette?
A. Keep email short
B. Send virus infected mail
C. Forward false messages
D. Use all caps or small letter in email

21 Marks: 2
Expansions of SMS is:
A. Simple Message Service
B. Short Mail Service
C. Simple Message Service
D. Short Message Service

22 Marks: 2
Listening to songs only to derive pleasure comes under:
A. critical listening
B. therapeutic listening
C. appreciative listening
D. comprehensive listening

23 Marks: 2
Which one is a "don't" in interview etiquette?
A. Be confident
B. Dress appropriately
C. Proper eye contact
D. Lie about your abilities to get job

24 Marks: 2
Dedication to a particular work is called:
A. confidence
B. commitment
C. Intelligence
D. integrity

25 Marks: 2
Which one is NOT an essential characteristic to achieve success?
A. Commitment
B. Integrity
C. Confidence
D. Unethical work