<table>
<thead>
<tr>
<th>Part B</th>
<th>Employability Skills</th>
<th>Total Marks: 50</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Computer is made out of</td>
<td>Marks: 2</td>
</tr>
<tr>
<td>A</td>
<td>Circuit diagram</td>
<td>A सैकड़ा आरेख</td>
</tr>
<tr>
<td>B</td>
<td>Software and programme</td>
<td>B सॉफ्टवेयर और कार्यक्रम</td>
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<tr>
<td>C</td>
<td>Hardware and Software</td>
<td>C हार्डवेयर और सॉफ्टवेयर</td>
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<tr>
<td>D</td>
<td>Hardware and circuit</td>
<td>D हार्डवेयर और सॉफ्टवेयर</td>
</tr>
<tr>
<td>2.</td>
<td>CPU stands for</td>
<td>Marks: 2</td>
</tr>
<tr>
<td>A</td>
<td>Central programme unit</td>
<td>A केंद्रीय कार्यक्रम इकाई</td>
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<tr>
<td>B</td>
<td>Central processing unit</td>
<td>B सेंट्रल प्रोसेसिंग इंटरनेट</td>
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<tr>
<td>C</td>
<td>Central planning unit</td>
<td>C केंद्रीय परिचालक इकाई</td>
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<tr>
<td>D</td>
<td>Central progress unit</td>
<td>D केंद्रीय पर्याप्तता इकाई</td>
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<tr>
<td>3.</td>
<td>What is windows XP?</td>
<td>Marks: 2</td>
</tr>
<tr>
<td>A</td>
<td>Operating system</td>
<td>A ऑपरेटिंग सिस्टम</td>
</tr>
<tr>
<td>B</td>
<td>Storage device</td>
<td>B स्टोरेज डिवाइस</td>
</tr>
<tr>
<td>C</td>
<td>Processor</td>
<td>C प्रोसेसर</td>
</tr>
<tr>
<td>D</td>
<td>Output device</td>
<td>D आउटपुट डिवाइस</td>
</tr>
<tr>
<td>4.</td>
<td>The shortcut key for 'cut'</td>
<td>Marks: 2</td>
</tr>
<tr>
<td>A</td>
<td>Ctrl + A</td>
<td>A Ctrl + A</td>
</tr>
<tr>
<td>B</td>
<td>Ctrl + C</td>
<td>B Ctrl + C</td>
</tr>
<tr>
<td>C</td>
<td>Ctrl + X</td>
<td>C Ctrl + X</td>
</tr>
<tr>
<td>D</td>
<td>Ctrl + V</td>
<td>D Ctrl + V</td>
</tr>
<tr>
<td>5.</td>
<td>The interconnecting of two or more computers in a single room is called</td>
<td>Marks: 2</td>
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<tr>
<td>A</td>
<td>LAN</td>
<td>A LAN</td>
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<tr>
<td>B</td>
<td>WAN</td>
<td>B WAN</td>
</tr>
<tr>
<td>C</td>
<td>MAN</td>
<td>C MAN</td>
</tr>
<tr>
<td>D</td>
<td>CAN</td>
<td>D CAN</td>
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<tr>
<td>6.</td>
<td>Extension of word file is</td>
<td>Marks: 2</td>
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<tr>
<td>A</td>
<td>.doc</td>
<td>A .doc</td>
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<tr>
<td>B</td>
<td>.xls</td>
<td>B .xls</td>
</tr>
<tr>
<td>C</td>
<td>.text</td>
<td>C .text</td>
</tr>
<tr>
<td>D</td>
<td>.ppt</td>
<td>D .ppt</td>
</tr>
<tr>
<td>7.</td>
<td>Connections to the internet using phone line and a modem connections are called</td>
<td>Marks: 2</td>
</tr>
<tr>
<td>A</td>
<td>Broad band</td>
<td>A ब्रॉडबैंड</td>
</tr>
<tr>
<td>B</td>
<td>dish</td>
<td>B डिश</td>
</tr>
<tr>
<td>C</td>
<td>digital</td>
<td>C डिजिटल</td>
</tr>
<tr>
<td>D</td>
<td>dial-up</td>
<td>D डिलाइन अप</td>
</tr>
</tbody>
</table>
8. Marks:2
Which type of modem is used to transmit the data signals through the air instead of using cables?
A. External modem
B. Internal modem
C. Wireless modem
D. ADSL modem

9. Marks:2
Microsoft power point application is used to
A. create the presentation
B. Write the programme
C. Prepare the worksheet
D. prepare the document

10. Marks:2
The 'Undo' button on the quick access tool bar is used to
A. save the changes in document
B. delete the data from the document
C. change the data in the passage
D. reverse the last action.

11. Marks:2
Fill in the blanks with suitable preposition from the given choices:
It was not possible ............... all trainees to attend the classes yesterday
A. of
B. for
C. to
D. by

12. Marks:2
Choose an appropriate recommendation for the following problem.
Problem: The computer is very slow and takes time to complete any work.
A. Get a new computer
B. We should buy a new computer
C. New computer would be wonderful
D. Old computer is still good.
13. Marks :2
What does this SMS mean?
"R u de? C u 2 nite"
A you rude and cute
B Are you rude? I will cut you to down to size
C Are you there? See you tonight ✓
D Are you dear? There is a queue at night

14. Marks :2
Fill in the blanks with a suitable "wh" word for the given sentence.
____________________ are you living?
A When
B What
C Where ✓
D Why

15. Marks:2
Fill in the blanks with suitable tense verb.
Vinoth ............. the length of the table and noted it down
A measure
B will measure
C shall measure
D measured ✓

16. Marks:2
Which are among the following should NOT included in your job resume?
A Your name
B Your eating habits ✓
C Your address
D Your Qualification

17. Marks :2
"Hello Raj. This is Mohan. I received the book on Abdul Kalam by courier yesterday". In this conversation who is the receiver of the massage?
A Mohan ✓
B Courier
C Raj ✓
D Abdul Kalam

18. Marks:2
What is the appropriate response for the following telephonic query?
Telephone operator: Hello, this is SVS Electronics. Can I help you?
A When did you mail your resume yesterday
B I like coffee; do you?
C Yes, I am Karthik, I would like to speak to your M.D
D I finished my homework now
19. Identify the kind of communication used in the following.

*Please find the assignment attached*

A memo
B SMS
C Telephone conversation
D Email

20. You withdraw Rs.500/- at an ATM. The ATM machine gives out Rs.5000/- which of the following would be the effectively correct action?

A Make a complaint at the nearest branch of the bank.
B Take the money
C Drop the money to the poor
D Give the money to the poor

21. Which of the following is an achievable personal goal?

A I want to become pilot (said by a child)
B I want to become a superstar (said by a youngster)
C I want to complete this project in two months (said by a student)
D I want to buy a big house. (said by an unemployed person)

22. What does "ASAP" stand for in SMS language?

A As Silent As Probable
B As Soon As Probable
C As Soon As Possible
D As simple As Possible

23. Which of the following is a long term goal?

A Study for the exams
B Become a manager in a big company
C Complete a given homework
D Complete the diploma course successfully

24. Which sentence expresses your agreement in a group discussion?

A Let me try to understand your view
B Personally I don’t think it is like that
C I accept your viewpoint on this issue
D Yes, but people don’t actually do such things.

25. What is the problem with the following message?

* A meeting is called to discuss the function on October 18, 2013*

A The message threatens the receiver
B The message is over emotional
C The message is judgmental
D The message is ambiguous