



INDIAN SCHOOL AL WADI AL KABIR

Class: XI	Department: Commerce
Subject: Marketing	Part A – Employability Skills
A.Y. 2026 - 27	Chapter 2: Self-Management Skills

Qt no.	OBJECTIVE TYPE QUESTIONS
1	What is self-management? a. The ability to control other people's action b. The ability to regulate your own actions, feelings, and thought c. The ability to make friends easily d. Avoiding challenges and difficulties
2	Anakha wakes up at 5 am and goes for her dance classes. Then she comes home and finishes her homework before going to school. She does this all by herself. No one tells her to do it. Identify the practice of self-management skill adopted by Anakha. a. Self-awareness b. Self-motivation c. Self-control d. Self-confidence
3	Do you think people living in hill stations can skip taking a bath for many days? (a) No, irrespective of the climate, one should take a bath regularly. (b) Yes, not taking bath for many days is acceptable for people staying in cold climate. (c) Yes, if they wipe themselves with a wet cloth, then it is fine. (d) None of the above
4	Sumit is making his timetable and following it diligently as well as he is removing the waste and redundancy from work. This skill is known as a. Self-awareness b. Responsibility c. Time Management d. Adaptability
5	Which of the following is a step in effective time management? a. Ignoring deadlines b. Organizing and prioritizing tasks c. Doing all tasks at once without a plan d. Avoiding planning
6	A person's _____ is an acquired or natural ability that allows them to execute a specific job or task with a high level of proficiency. a. Weaknesses b. Strength c. Interest d. Abilities
7	Radha wants to grow her hair and she applies a lot of hair oil. She does not wash her hair for days and sometimes it smells bad too. What would be your suggestion to her? (a) She can leave the oil in her hair, after all it helps her hair to grow. (b) She can leave it on at night and wash her hair every day before leaving home. (c) She should not apply the oil at all. (d) She can apply the oil and pour a little water on her hair before leaving home to reduce the smell
8	Which is a way to build networking skills? a. Ignoring others' opinions

	b. Having a pleasant appearance and asking thoughtful questions c. Only talking about yourself d. Avoiding conversations
9	I want to reduce my weight by 5 kg and develop stamina to be able to run 10 km in 45 minutes in next six months. The above given goal is _____ a. Specific b. Measurable c. Achievable d. Realistic e. Time bound
10	_____, often known as ‘areas for improvement’, refers to the things we don’t do well or aren’t very good at. a. Weaknesses b. Strength c. Interest d. Abilities
11	Personal hygiene helps to: a. Stay healthy and create a good image b. Waste time daily c. Avoid school or work d. Make people uncomfortable
DESCRIPTIVE TYPE QUESTIONS	
1	Differentiate between Interests and Abilities?
2	Meena sets a goal to improve her math scores. She practices daily and does not give up even when she finds problems difficult. Identify the self-management skill Meena is demonstrating. Explain how it helps her. Meena shows perseverance because she continues to practice daily and does not give up even when she faces difficult problems. This skill helps her build confidence, improve her understanding of concepts, and gradually enhance her performance in mathematics. By staying consistent and determined, she is more likely to achieve her goal of better scores.
3	What is a teamwork? What are the benefits of working in a team?
4	BrightTech Pvt. Ltd. was developing a new mobile app. The project required coding, designing, marketing, and testing. Initially, each department worked separately, causing delays and misunderstandings. Later, the company formed a cross-functional team where designers, developers, and marketers collaborated. By working together, they finished the project on time, resolved issues quickly, and created a better app. How did teamwork help BrightTech complete the project successfully? Everyone has a role to play in a team, so the pressure to succeed is not on one individual • It helps you to have a support system, as all team members help to fix any mistake made by one team member • You feel good when the team achieves success and it builds your confidence • The work gets done faster
5	Priya knows she feels anxious before presentations, so she practices speaking in front of a mirror and prepares well in advance. What self-management skill is Priya demonstrating? How does it benefit her? Skill: Self-awareness Explanation: Priya understands her anxiety and takes steps to overcome it. This helps her build confidence and perform better.
6	Riya makes sure her uniform is always clean and well-ironed. She keeps her hair neat and maintains personal hygiene daily. Because of this, she feels confident while interacting with others.

	a) Identify the concept discussed in the above case b) How does this skill help her? Skill: Personal grooming and hygiene Explanation: Riya maintains cleanliness and neatness, which improves her confidence and creates a positive impression on others.
7	Sameer makes a daily to-do list, prioritizes homework first, then leisure activities. He finishes his tasks before playing video games. What self-management skill does Sameer practice? Describe how effective time management benefits him. Self-management skill: Time management Explanation: Sameer demonstrates effective time management by planning his day, setting priorities, and completing important tasks (homework) before leisure activities. This helps him stay organized, avoid last-minute stress, and maintain a balance between work and relaxation. As a result, he becomes more productive and is able to achieve his goals efficiently.
8	Ali wants to improve his math skills. He sets a goal to solve 10 problems daily, attend extra classes, and improve his test score from 60% to 80% in two months. a) Identify the type of goal-setting Ali is using. b) Explain how this will help him achieve success. a) SMART goal setting b) His goal is specific (math improvement), measurable (10 problems, 80%), and time-bound (2 months). This helps him stay consistent, track progress, and gradually improve his performance.
9	Maya washes her hands before meals, brushes her teeth twice a day, and dresses neatly for school every day. Which self-management practice is Maya following? Explain how good hygiene and grooming affect daily life.
10	How to build Networking skills?