



INDIAN SCHOOL AL WADI AL KABIR

Class: XI MARKETING	Department: Commerce
Worksheet No: 1	Topic: SELF-MANAGEMENT SKILLS

Multiple choice questions

Read carefully all the options given below the question and choose the correct option(s).

- Which of the following is a good choice of clothes when you go out to meet friends socially?
(a) School uniform
(b) Formal shirt and pants
(c) **Casual shirt and jeans**
(d) Salwar kameez
 - Dressing and grooming does not affect your overall impression on others.
(a) True
(b) **False**
 - You have just finished attending a class in a biology lab. You have to go back to your classroom for other classes. After the lab, should you wash your hands?
(a) Not really, you did not use the washroom as such.
(b) You can just clean your hands under running water.
(c) **You should follow your hand-wash routine — wash, rinse and dry.**
 - Do you think people living in hill stations can skip taking bath for many days?
(a) **No, irrespective of the climate, one should take a bath regularly.**
(b) Not taking bath for many days is acceptable for people staying in cold climate.
(c) If you wipe yourself with a wet cloth, that is enough.
 - 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 oil at all.
(d) She can apply the oil and pour a little water on her hair before leaving home to reduce the smell
 - Your family has moved to a new home. Your next-door neighbour pays a visit. What should you do? (a) Tell them you are in the middle of shifting and cannot speak right now.
(b) Get irritated and tell them that they have dropped in without informing.
(c) Give them an insincere smile and ask them to leave.
(d) **Welcome them, introduce your family and thank them for coming.**
 - Kavita is collecting donations in her neighbourhood to help an old age home fix their water issues. What should she do while asking strangers to donate money?
(a) Narrate the whole story of old age home
(b) Directly ask for the donation money
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(c) **Start a small conversation and then talk about the project which needs donation**

(d) All of the above

8. What makes you complete your work or studies without others cheering you?

(a) Self-confidence

(b) Communication

(c) **Self-motivation**

(d) Self-esteem

9. Which of the following are types of motivation? (Can select more than one option)

(a) Internal

(b) Intermediate

(c) External

(d) **Both (a) and (c)**

10. Ravi works hard to get the best student award at the end of the year. What type of motivation is this?

(a) Internal

(b) **External**

(c) Both internal and external

(d) Not any specific type of motivation

11. Which of the following can help you manage time better?

(a) Talking to friends

(b) **Making a to-do-list**

(c) Making sure we don't miss our play time

(d) Watching favorite movie

12. How tracking your time helps you?

(a) We can stay focused.

(b) We can show everyone how hard we are working.

(c) **We can understand where we are spending our time and manage our time better if needed.**

(d) None of the above
