Question # 9 of 10 (Start time: 04:10:09 AM, 10 January 2020) Total Marks: 1

In the _____ version, technology provides many tips which can help the C.V. writer.

Select the correct option

- email
- social media
- scan-able
- mail ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation

Maha Malik's Compilation

Scanned by CamScanner

Question # 7 of 10 (Start time: 04:13:28 AM, 10 January 2020) Total Marks: 1

Identify from the following which one is the part of basic components of a reverse chronological or a functional resume:

Select the correct option

○	Introduction
●	Qualification ✓
○	Methodology
○	Discussion

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:15:09 AM, 10 January 2020) Total Marks: 1

A _____ provides clarity for the less specialized audience.

Select the correct option

- (●) glossary
- ( ) references
- ( ) recommendation
- ( ) graphics

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 9 of 10 (Start time: 04:14:50 AM, 10 January 2020) Total Marks: 1

In business communication, memos are one of the _____ most used forms of communication, other being letters and emails.

Select the correct option

●	three
○	four
○	five
○	six

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:13:58 AM, 10 January 2020) Total Marks: 1

The _____ restates the problem, the solutions, and the benefits.

Select the correct option

○	introduction
○	methodology
○	discussion
●	conclusion





Maha Malik's Compilation

Maha Malik's Compilation

Scanned by CamScanner

Question # 3 of 10 (Start time: 04:12:27 AM, 10 January 2020) Total Marks: 1

The _____ letter prefaces the reports and provides the reader with an overview.

Select the correct option

o	circular
o	cover
o	formal
o	semi-block

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 1 of 10 (Start time: 04:11:13 AM, 10 January 2020) Total Marks: 1

The _____ clarifies to the audience why this proposal is important, and explains the problem leading to the suggestions.

Select the correct option

- abstract
- methodology
- introduction ✓
- discussion

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 7 of 10 (Start time: 04:28:33 AM, 10 January 2020) Total Marks: 1

The _____ of your CV depends on how well it conveys the content and information.

Select the correct option

○	identification
●	effectiveness ✓
○	objectives
○	education

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:28:23 AM, 10 January 2020) Total Marks: 1

High-level executives have CVs that look _____ from workers on the shop floor.

Select the correct option

- ● different
- ○ similar
- ○ bigger
- ○ smaller

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:27:53 AM, 10 January 2020) Total Marks: 1

Any type of _____ in your CV can backfire and inaccurate information can damage one for life.

Select the correct option

- ○ inter-conversation
- ○ information
- ○ underestimation
- ● misinformation ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 1 of 10 (Start time: 04:27:29 AM, 10 January 2020) Total Marks: 1

Usually short reports focus on a single topic, limited in time frame and comprises of _____ pages.

Select the correct option

●	1-5
○	1-6
○	1-7
○	1-8

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:24:03 AM, 10 January 2020) Total Marks: 1

You write a _____ resume when you are a non-traditional job applicant, returning to work after a gap and are not fresh graduate.

Select the correct option

- ○ chronological
- ○ combination
- ● functional
- ○ targeted

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:41:31 AM, 10 January 2020) Total Marks: 1

In business English the first thing to keep in mind while writing emails is recognizing _____.

Select the correct option

- speaker
- audience ✓
- content
- manager

Click to Save Answer & Move to Next Question

Maha Malik's Compilation

Maha Malik's Compilation

Scanned by CamScanner

Question # 7 of 10 (Start time: 04:20:00 AM, 10 January 2020) Total Marks: 1

The _____ of a business report includes the tone and the degree of formality in writing.

Select the correct option

- ○ introduction
- ○ methodology
- ● style
- ○ discussion

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:37:04 AM, 10 January 2020) Total Marks: 1

The _____ of the main ideas is what makes the report effective.

Select the correct option

○	introduction
●	development
○	conclusion
○	recommendation

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

In business world, if one wants more significance for one's correspondence, write _____.

Select the correct option

○	reports
●	letters ✓
○	circulars
○	memos

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

In business world, a _____ letter gives information to clients, vendors and tells them what they are receiving, helping to focus readers' attention on important things.

Select the correct option

○	inquiry
●	transmittal 
○	recommendation
○	cover

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

The _____ format of a letter omits the salutation and complimentary close e.g. sincerely

Select the correct option

○	Full Block
●	Simplified
○	Modified Block
○	Modified Semi-Block

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

In business letter, the subject line is placed two spaces below reader's name and two spaces above_____.

Select the correct option

○	subject line
○	body
○	complimentary close
●	salutation

Maha Malik's Compilation

Maha Malik's Compilation

Scanned by CamScanner

The length of a business letter can range from one page of text to more than _____ pages.

Select the correct option

●	three
○	four
○	five
○	six

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

The inside address and the heading, i.e. the readers' address, the complimentary close and signatures are essentials of all _____.

Select the correct option

○	memos
○	circulars
●	letters
○	reports

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

In business English, _____ is used for routine communication within the company and addresses a wider audience who might be receiving complimentary copies.

○	letter
○	memo
●	report
○	circular

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 10 of 10 (Start time: 04:27:19 PM, 08 February 2020) Total Marks: 1

In business communication, English word count expands up to _____when translated into a European language.

Select the correct option

○	20%
●	30%
○	35%
○	40%

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 9 of 10 (Start time: 04:27:08 PM, 08 February 2020) Total Marks: 1

In _____cultures, achievement is often measured in terms of power and wealth, and emphasis placed on work goals and assertiveness.

Select the correct option

- femininity
- masculine ✓
- universalism
- particularism

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:20:30 PM, 06 February 2020) Total Marks: 1

The way to preserve someone's positive face is by paying _____attention to that person.

Select the correct option

- (●) positive
- ( ) negative
- ( ) neutral
- ( ) no

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:20:37 PM, 06 February 2020) Total Marks: 1

Social class and _____of parents play a part in the power differentials of families.

Select the correct option

- income
- status
- education ✓
- behavior

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Quiz Start Time: 04:23 PM, 06 February 2020

Question # 5 of 10 (Start time: 04:26:27 PM, 06 February 2020)

Total Marks: 1

In non-verbal communication, body language include(s):

Select the correct option

- eye movement
- touch
- body distance
- All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation

Maha Malik's Compilation

Scanned by CamScanner

Question # 3 of 10 (Start time: 04:23:33 PM, 06 February 2020) Total Marks: 1

In intercultural communication, the _____society's emphasis on group doesn't mean equality.

Select the correct option

- ○ individualistic
- ● collectivistic
- ○ commercialistic
- ○ expressionistic

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 1 of 10 (Start time: 04:25:43 PM, 06 February 2020) Total Marks: 1

When planning intercultural training, it is helpful to have an awareness of the _____dimensions of cultural comparison.

Select the correct option

- small
- main ✓
- horizontal
- vertical

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 10 of 10 (Start time: 04:22:18 PM, 08 February 2020) Total Marks: 1

The concept of _____ says that features of human life and experience exist beyond the constitutive effects of local cultural conditions.

Select the correct option

- ○ Hegemony
- ● Universality ✓
- ○ Essentialism
- ○ Ethnocentrism

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 9 of 10 (Start time: 04:21:34 PM, 06 February 2020) Total Marks: 1

Members of _____cultures are able to manage different activities at once.

Select the correct option

- (●) polychromic
- ( ) monochronic
- ( ) diachronic
- ( ) synchronic

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:21:48 PM, 06 February 2020) Total Marks: 1

Speakers and listeners of a certain culture have _____knowledge of how to make requests.

Select the correct option

- explicit
- implicit ✓
- direct
- imperative

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 7 of 10 (Start time: 04:21:29 PM, 08 February 2020) Total Marks: 1

Culture is analyzed by a number of dimensions and _____areas are usually seen in differentiating cultures.

Select the correct option

o	three
o	four
●	five
o	six

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:21:13 PM, 08 February 2020) Total Marks: 1

In business communication, success in multicultural team projects depend(s) on:

Select the correct option

- ○ management style
- ○ decision-making
- ○ time and place
- ● All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 9 of 10 (Start time: 04:21:02 PM, 06 February 2020) Total Marks: 1

As culture is linked to language and communication, the business English teacher need(s) to have awareness about:

Select the correct option

○	Cultural content
○	Management
○	Business
●	All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 3 of 10 (Start time: 04:20:28 PM, 06 February 2020) Total Marks: 1

The important change(s) which has/have been brought about by globalization include(s):

Select the correct option

- transportation
- communication technology
- immigration
- All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 3 of 10 (Start time: 04:20:13 PM, 06 February 2020) Total Marks: 1

In cultures where _____is held important, people believe that you are what you do, and they base your worth accordingly.

Select the correct option

- (●) achievement
- ( ) femininity
- ( ) masculinity
- ( ) universality

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 1 of 10 (Start time: 04:19:13 PM, 08 February 2020) Total Marks: 1

In _____, it is accepted without questioning that those in charge have authority and seldom will the juniors question about the implementation of a new policy.

Select the correct option

- ○ Japan
- ● Mexico
- ○ Britain
- ○ Pakistan

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 7 of 10 (Start time: 04:29:33 PM, 08 February 2020) Total Marks: 1

While communicating with a multicultural audience, one has to watch out for cultural:

Select the correct option

o	biases
o	expectations
o	graphics
●	All the given options

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 6 of 10 (Start time: 04:39:23 PM, 06 February 2020) Total Marks: 1

The philosopher, Confucius, who lived in about the _____century BC is often cited as understand additional dimensions of culture.

Select the correct option

- ○ fourth
- ● fifth 
- ○ sixth
- ○ seventh

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 3 of 10 (Start time: 04:39:14 PM, 08 February 2020) Total Marks: 1

Low and high-context societies interpret message(s) which are based on their:

Select the correct option

○	beliefs
○	values
○	systems
●	All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 4 of 10 (Start time: 04:33:48 PM, 06 February 2020) Total Marks: 1

In intercultural conversations, problem(s) emerge because the use(s) of:

Select the correct option

- honorific titles
- reticence
- turn-taking
- All the given options ✓

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 1 of 10 (Start time: 04:32:21 PM, 08 February 2020) Total Marks: 1

In company cultures, in traditional, _____management styles, responsibilities will be clearly defined.

Select the correct option

- (●) formal
- ( ) informal
- ( ) neutral
- ( ) All the given options

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 8 of 10 (Start time: 04:30:58 PM, 08 February 2020) Total Marks: 1

The _____of like-minded people would encourage everyone to work together to benefit the company.

Select the correct option

- energy
- synergy ✓
- clergy
- allergy

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 3 of 10 (Start time: 04:30:38 PM, 06 February 2020) Total Marks: 1

There are _____ways of thinking about what intercultural training is and what it can achieve.

Select the correct option

- ● two
- ○ three
- ○ four
- ○ five

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner

Question # 3 of 10 (Start time: 04:32:34 PM, 06 February 2020) Total Marks: 1

In _____with its emphasis on rights and obligations, thanking someone comes close to an 'apology'.

Select the correct option

- Europe
- Britain
- Japan ✓
- Germany

Click to Save Answer & Move to Next Question

Maha Malik's Compilation
Maha Malik's Compilation
Scanned by CamScanner