# Digital skills for the job market

Proposed training assessment

1. **What is a professional digital profile?**
   A) A personal social media account with friends only
   B) A summary of professional skills, experience, and achievements online
   C) A private blog unrelated to work
   D) A casual photo-sharing account

2. **Which of these is a key element of a LinkedIn profile?**
   A) Professional headline
   B) Favorite memes
   C) Music playlists
   D) Pet photos

3. **True or False: A profile photo is optional for a professional online profile.**
   A) True
   B) False
   C) Sometimes
   D) Only for managers

4. **What is the purpose of a "headline" on LinkedIn?**
   A) Display hobbies
   B) Summarize professional skills & goals
   C) Share personal opinions
   D) List family members

5. **What is a digital portfolio?**
   A) A collection of photos from vacations
   B) A showcase of professional work, projects, and skills
   C) A music playlist
   D) Personal diary

6. **Which of the following is a type of professional content?**
   A) Industry-related article
   B) Personal gossip
   C) Random memes
   D) Movie reviews

7. **The difference between personal and professional social media accounts is:**
   A) Personal is private, professional is focused on work
   B) Personal is public, professional is secret
   C) No difference
   D) Professional is for gaming

8. **True or False: Posting irrelevant content regularly improves professional visibility.**
   A) True
   B) False

C) Sometimes
D) Only on LinkedIn

9. **Which platform is primarily used for professional networking?**
   A) LinkedIn
   B) Instagram
   C) TikTok
   D) Pinterest

10. **Why should your branding be consistent across platforms?**
    A) To confuse competitors
    B) To maintain a professional, recognizable identity
    C) To save time
    D) To avoid posting content

11. **Key principles of professional email communication include:**
    A) Politeness, clarity, appropriate subject line
    B) Using slang
    C) No greeting needed
    D) Writing long paragraphs

12. **Name a commonly used remote collaboration tool:**
    A) Google Workspace
    B) TikTok
    C) Instagram
    D) Spotify

13. **Time management in remote work helps you:**
    A) Complete tasks efficiently
    B) Sleep more
    C) Avoid communication
    D) Ignore deadlines

14. **An example of teamwork in an online setting is:**
    A) Collaborating on shared documents
    B) Working alone offline
    C) Watching videos
    D) Posting personal photos

15. **What is an "elevator pitch"?**
    A) A long story about your life
    B) A brief summary of skills and value you offer
    C) A casual chat
    D) A meme

16. **True or False: Ignoring messages from professional contacts is acceptable.**
    A) True
    B) False

C) Only if busy
D) Sometimes

17. **How can you measure the effectiveness of your digital presence?**
    A) By tracking views, connections, and engagement
    B) Counting friends
    C) Ignoring analytics
    D) Random guessing

18. **The role of hashtags or keywords is to:**
    A) Decorate posts
    B) Increase visibility and searchability
    C) Make posts funny
    D) Hide posts

19. **How does online content demonstrate skills to employers?**
    A) Shows hobbies
    B) Highlights work, expertise, and achievements
    C) Displays pets
    D) Shows personal opinions

20. **Cybersecurity precautions include:**
    A) Strong passwords
    B) Sharing passwords
    C) Public Wi-Fi for sensitive work
    D) Ignoring updates

21. **One benefit of sharing work online is:**
    A) Increased visibility among professionals
    B) Attracting spam
    C) Reducing workload
    D) Personal entertainment

22. **True or False: Networking only benefits you when job hunting.**
    A) True
    B) False
    C) Sometimes
    D) Only online

23. **How do you engage with professional communities online?**
    A) By commenting, sharing, and contributing
    B) Ignoring discussions
    C) Posting memes only
    D) Avoiding groups

24. **How often should you update your profiles?**
    A) Never
    B) Only once a year

C) Regularly, as experience and skills change

D) Every decade

25. **Example of digital presence helping job applications:**

A) Providing a portfolio link in your resume

B) Sharing personal memes

C) Posting vacation photos

D) Writing personal diary

**Key:**

1. B
2. A
3. B
4. B
5. B
6. A
7. A
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10. B
11. A
12. A
13. A
14. A
15. B
16. B
17. A
18. B
19. B
20. A
21. A
22. B
23. A
24. C
25. A

# PARTNERSHIP



# PROJECT