

Multiple Choice

1. Which sentence is a clearer question at work?
 - A) “This box?”
 - B) “Is this the package for aisle 4?”
 - C) “That one?”
 - D) “Package?”
2. Why is it helpful to repeat key details when answering?
 - A) It shows you are confused.
 - B) It helps confirm information and avoids mistakes.
 - C) It wastes time.
 - D) It makes the conversation longer.
3. What should you do if you don’t understand instructions?
 - A) Pretend you understand.
 - B) Ask for clarification.
 - C) Walk away.
 - D) Wait for someone else to solve it.
4. Which quality is emphasized for workplace questions?
 - A) Loudness
 - B) Politeness and clarity
 - C) Speed only
 - D) Joking tone