

Course Code : HUT 204

KOLP/RW – 19 / 9036

**Third Semester B. E. (Computer Science and Engineering)
Examination**

TECHNICAL COMMUNICATION

Time : 3 Hours]

[Max. Marks : 60

Instructions to Candidates :—

- (1) All questions carry marks as indicated against them.
 - (2) Due credit will be given to neatness and adequate dimensions.
 - (3) Assume suitable data and Illustrate answers with neat sketches wherever necessary.
1. 'Conciseness in technical writing can be created by effectively utilizing various methods',
Comment. 10(CO1)
 2. 'Technical writers have to keep in mind the presence of multi-cultural audience nowadays'.
Justify the statement with examples. 10(CO2)
 3. The Bharat info ltd, Bangalore, has appointed you to supervise the setting up of new
I.T. Branch of your company at Nagpur. Draft a quarterly report about the progress
of the work and address it to the Chief Engineer. 10(CO3)
 4. Do as Directed any **Ten** :—
 - (i) Good results are expected. (Change the voice)
 - (ii) I like him better than anybody. (Rewrite the sentence by removing an error)
 - (iii) Shivaji is one of the bravest kings. (Change into positive degree)
 - (iv) He will say, "I did not go there". (Change into Indirect speech)
 - (v) The sceneries of Kashmir are charming. (Correct the sentence)
 - (vi) I used to spend hours under it. (Use-Modal Auxiliary 'would')
 - (vii) Are they free from the burden of perental aspiration ? (Rewrite as Assertive)
 - (viii) Let us resolve to give our children the freedom of childhood.
(Add a question tag)

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Contd.

- (ix) There was no electricity ; no primary school. (Use -'neither-nor')
 - (x) As soon as Dave had begun his second year when he heard himself hopelessly swamped. (Use -'No sooner ---than)
 - (xi) I disliked the idea of making Omelette. (Make it Negative)
 - (xii) I.....(remember) an anecdote which I..... (read) recently. (Fill in the blanks with suitable tense forms of verbs given in bracket) 10(CO4)
5. (a) Write short notes on any **Two** :—
- (i) Video conferencing interview.
 - (ii) Importance of negotiation skills
 - (iii) Evaluation parameters in Group Discussion. 10(CO5)
6. (a) Explain the criteria to write an internal and external proposal. 10(CO3)