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NOIDA INSTITUTE OF ENGINEERING AND TECHNOLOGY, GREATER**NOIDA**

(An Autonomous Institute)

Affiliated to Dr. A.P. J. Abdul Kalam Technical University, Uttar Pradesh, Lucknow

Course: B. Tech

Branch: CSE/IT/BT/IOT/AI/DS/AI/ML/ECE/ME/M.Tech (Int)/CS

Semester: IV II Sessional Examination (2021-22)

Subject Name: Technical Communication

Time: 1.15Hours

[SET-B]

Max. Marks: 30

General Instructions:

- This Question paper consists ofpages &questions. It comprises of three Sections, A, B, and C
- **Section A** - Question No- 1 is objective type questions carrying 1 mark each, Question No- 2 is very short answer type carrying 2 mark each. You are expected to answer them as directed.
- **Section B** - Question No-3 is Short answer type questions carrying 5 marks each. Attempt any two out of three questions given.
- **Section C** - Question No. 4 & 5 are Long answer type (within unit choice) questions carrying 6marks each. Attempt anyone-part a or b.

		<u>SECTION – A</u>	[08Marks]	
1.		All questions are compulsory	(4×1=4)	
	a.	What do you understand by the word 'publish'? a) to get a paper printed in a journal b) to get a report printed in a news paper c) to make information public d) both a & b	(1)	CO3
	b.	A project report is submitted after the completion of the project. True or false.	(1)	CO3
	c.	Read the sentence carefully and provide suitable technical words for the underlined ones. In physics and mechanics torque is the <u>circling</u> equivalent of <u>straight</u> force. It is also referred to as the moment, moment of force, rotational force or turning effect, depending on the field of study.	(1)	CO2
	d.	Minutes are a record of a) What shall happen in the meeting? b) What is happening in the meeting? c) What had happened in the meeting? d) Only A & C	(1)	CO2

2.	All questions are compulsory		(2×2=4)	
	a.	What are the different types of technical proposals?	(2)	CO3
	b.	Write in brief, the difference between a thesis and a project.	(2)	CO3
SECTION – B			[10Marks]	
3.	Answer any <u>two</u> of the following-		(2×5=10)	
	a.	Differentiate between reverse chronological format and functional format of resume.	(5)	CO3
	b.	List the elements of the prefatory matter of the technical proposals.	(5)	CO3
	c.	You are one of the partners of M/s Ram prasad and Sons, Rewa (MP). One of the leading business firms of sports shoes in your town. Write a letter to Reebokie India private limited placing an order for shoes, flip flops, and many more in about 150 words. Add necessary details like mode of payment, time of delivery, etc.	(5)	CO2
SECTION – C			[12Marks]	
4	Answer any <u>one</u> of the following-		(1×6=6)	
	a.	Bring out the basic differences between technical proposal and project report.	(6)	CO3
	b.	As Sports Secretary of your college, write a letter to the Secretary of the Sports Authority of India, Delhi, requesting him for details regarding the sports scholarships that are available for students.	(6)	CO2
5.	Answer any <u>one</u> of the following-		(1×6=6)	
	a.	Write a cover letter for the vacant positions of chief engineers at Oogle Robotics, mentioning why you can be the most suitable candidate for the post.	(6)	CO2
	b.	As a reporter prepare a report on a road accident that took place near Yamuna Expressway, to be published in The Hindu newspaper.	(6)	CO3