

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/ MTech

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

Semester: IV Session Examination: 1

Year- (2021 -2022)

Subject Name: Technical Communication

Time: 1.15 Hours

[SET- A]

Max. Marks:30

General Instructions:

- This Question paper consists ofpages &questions. It comprises 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 6 marks each. Attempt any one part a or b.

		<u>SECTION - A</u>	[08Marks]	
1.	All questions are compulsory		(4×1=4)	
	a.	Which of these is a technical word for slanting ? a) Lateral b) Sloping c) Tilting d) Bent	(1)	CO1
	b.	Which of these is not a commandment of effective communication? a) Clarity in language b) Listening poorly c) Home communication skills d) Adequate medium	(1)	
	c.	Which of these is the most frequently used channel of communication? a) Horizontal communication b) Diagonal communication c) Upward communication d) Downward communication	(1)	
	d.	Where should the subscription be placed in a letter to the editor? a) At the beginning of the letter b) At the middle of the letter c) At the end of the letter d) None of these	(1)	

2.	All questions are compulsory		(2×2=4)	
	a.	How can technical communication help you to achieve your desired goal?	(2)	CO1
	b.	Is it important to understand the main idea in reading comprehension? If yes, why?	(2)	
SECTION – B			[10Marks]	
3.	Answer any <u>two</u> of the following-		(2×5=10)	
	a.	Prepare the layout for a formal letter with the phrases used in the beginning and in the end, to make a request, and a complaint.	(5)	CO1
	b.	Explain the factors which make technical communication effective. Provide examples.	(5)	
	c.	What are the qualities that a critical reader should possess? Explain.	(5)	
SECTION – C			[12Marks]	
4.	Answer any <u>one</u> of the following-		(1×6=6)	
	a.	Write a letter to the director of sports of your state complaining about the lack of facilities and suggesting what could be done to encourage young people who are interested in sports.	(6)	CO1
	b.	What is an internal flow of communication? Support your answer with suitable examples.	(6)	
5.	Answer any <u>one</u> of the following-		(1×6=6)	
	a.	It is an indisputable fact that the world has gone too far with the innovation of new technologies such as mobile phones, the internet and so on, due to which <u>people are able to tour the cosmos virtually sitting at one place using their smart devices or other technological gadgets.</u> Though mobile internet access is oftentimes hurried and short, it can still provide common internet features like alerts, weather data, emails, search engines, instant messages, and game and music downloading. Due to the easy access of smartphones, communication	(6)	CO1

has been very effective and instant. People are able to convey their message all around the globe to their loved ones without spending hefty sums of money. Adults are always fond of such gadgets and they always welcome and adopt such new technology readily. Further, young people have been able to broaden their minds and improve their skills by doing research on the Internet. For instance, they use smartphones to look up any new word they come across. As we know that most of the universities have online teaching provisions and smartphones assist the students to complete their assignments on time.

The mobile phone has been a lifesaver for a lot of people in case of an emergency. Likewise, the use of smartphones can be of vital importance in preventing crimes in society by providing information to the security forces in time.

Nonetheless, for the young, the use of mobile phones can be like an addiction and they can misuse it. Young people are also prone to getting involved in undesirable activities on the Internet. This might have an adverse effect on their academic performance. Therefore, young people should always be monitored and made aware of its bad outcomes.

Also, a major contributor to its popularity is the availability of prepaid or pay as you go services from a phone shop or an online store. This allows subscribers to load text or airtime credits to their handsets by the use of their credit cards, debit cards or by buying a prepaid card from the network they subscribe to. This plan also doesn't commit a particular customer to a contract. If the prepaid card is not that appealing to you, then you can opt to subscribe using the pay by month plan.

Answer the following questions:

1. How are smart phones helpful in

		<p>communication?</p> <p>2. What are the benefits of mobile phones for the young generation?</p> <p>3. How can mobile phones be considered 'lifesavers'?</p> <p>4. Mention any two demerits of mobile phones.</p> <p>5. How is a prepaid card useful to mobile phone users?</p>		
	b.	<p>You are former student of Mr. Matt, your professor. Write an email with a minimum of 80 words using the following phrases to Mr. Matt thanking him for his guidance that contributed to your overall development. Sign the email as Peter.</p> <p>Keywords: <i>Successful - Placed - grateful - help - advice - grooming - values - shaping my future - sincere - professional</i></p>	(6)	