National University of Computer & Emerging Sciences, Karachi
Spring-2022 CS-Department
Mid-term I
10th March, 2022; 8:30 am to 9:30 am

Course Code: SS 2007	Course Name: Technical & Business Writing
Instructor Name: Ms. Atifa Batool, Ms. Javeria Ali, Ms. Nazia Imam	
Student Roll No:	Section No:

Instructions:
- Return the question paper.
- Read each question completely before answering it. There are **3 questions and 2 pages.**
- In case of any ambiguity, you may make assumption. But your assumption should not contradict any statement in the question paper.
- Draw a star on the upper right corner of the page 1.
- ANSWER ALL QUESTIONS IN THE ANSWER COPY. QUESTIONS ANSWERED ON THE QUESTION PAPER WILL NOT BE SCORED.
- **The invigilator present is not supposed to tell the meaning of any word.**
- Be precise and to the point.

Time: 1 hour   **Max Marks**: **30 points**

Question No. 1
[Estimated time: 15 minutes]

1) **Revise the following sentences for objectivity: [2 marks]**
   a. This operating system isn't the best one out there, it's too slow for most people's needs.
   b. We gathered research by conducting interviews with the general public.

2) **Revise the text given below for economy:[3 marks]**

   The networks that are based on a server, to begin with, can also be called client-server networks. These use approximately one, two, or more computers that act as a server, whereas, all other computers present on that network are connected to this server(s). The server, in a client server network, is used to control access to all the machines on the network and to administer all its resources to the users, and the users also connect to the server to access its resources.

3) **Apply SCOPE to correct the following sentences:[5]**
   a. The analysis derives information about programs. *(Clarity & Precision)*
   b. Error Message: The task is still in progress, are you sure to cancel it? *(Clarity)*

Cancel		OK

   c. There is a part in the machine that I think can be changed. *(Completeness & Objectivity)*
   d. Majority of the Computer Science graduates are employed quickly. *(Precision)*
   e. The defrag is modeled to optimize the functions in a computational machine.*(simplicity)*

Question No. 2
[Estimated time: 20 minutes]

Write a set of instructions on "How to use CamScanner to scan documents and upload on Google classroom". Consider the following: [10]

a. The audience is beginner level user
b. The instructions should not exceed 10 steps (can be less than 10).
c. Make sure to follow SCOPE.
d. You can assume that either the application is already downloaded or will need to be downloaded first.

<div align="center">

Question No. 3
[Estimated time: 20 minutes]

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Write an informational paragraph on the topic "Database Management Systems". Imagine that you have collected the following information on this topic. Analyze the information, extract relevant information, synthesize and write the key points in your own words. Also, mention the sources of information. You are required to provide information based on themes identified from the sources below. You do not need to add any information of your own. Word limit: 40-70 words. [10 marks]

Book 1	A database management system (DBMS) is system software for creating and managing databases. A DBMS makes it possible for end users to create, read, update and delete data in a database. The most prevalent type of data management platform, the DBMS essentially serves as an interface between databases and end users or application programs, ensuring that data is consistently organized and remains easily accessible.
Research Paper 2	Stands for "Database Management System." In short, a DBMS is a database program. Technically speaking, it is a software system that uses a standard method of cataloging, retrieving, and running queries on data. The DBMS manages incoming data, organizes it, and provides ways for the data to be modified or extracted by users or other programs. Some DBMS examples include MySQL, PostgreSQL, Microsoft Access, SQL Server, FileMaker, Oracle, RDBMS, dBASE, Clipper, and FoxPro. Since there are so many database management systems available, it is important for there to be a way for them to communicate with each other. For this reason, most database software comes with an Open Database Connectivity (ODBC) driver that allows the database to integrate with other databases.
Research Paper 3	Today's organizations need a data management solution that provides an efficient way to manage data across a diverse but unified data tier. Data management systems are built on data management platforms and can include databases, data lakes and warehouses, big data management systems, data analytics, and more. All these components work together as a "data utility" to deliver the data management capabilities an organization needs for its apps, and the analytics and algorithms that use the data originated by those apps.
Article 4	A database is a collection of data or records. Database management systems are designed to work with data. A database management system (DBMS) is a software system that uses a standard method to store and organize data. The data can be added, updated, deleted, or traversed using various standard algorithms and queries.