



Version (2)

Answer the following questions:

Question (1): (2 Points)

Indicate whether the following statements are True or False and correct the false ones:

- a) When paraphrasing you shouldn't use the same sentence structure as the original source. (True)
- b) In a presentation you should answer all questions immediately. (False)
Correction: You should specify a strategy for responding to questions.
- c) You should have your own unique style in technical writing. (False)
Correction: In technical writing you shouldn't have your unique style.
- d) The conclusion should not introduce any new information not discussed in the body of the report. (True)

Question (2): (4 Points)

Criticize the following, (Good or Bad) stating your reasons

i) Topic Sentences of a Comparison Paragraph:

- a) Mathematics and Physics have many things in common. (Good)
Reason: It specifies the topic of the paragraph highlighting that it is about similarities.
- b) Technical writing is different from any other type of writing. (Bad)
Reason: It is about contrast not about comparison.

ii) A sentence in Conclusion:

- a) For future work, different classifiers can be used to test the robustness of the proposed features. (Good)
Reason: The conclusion should highlight the directions for future work.
- b) It is not clear if the method has a real impact on the accuracy of the classification. (Bad)
Reason: Very vague highlighting that the conclusion is not clear.

Question(3): (4 points)

Write an application letter to apply to the job of web developer in XYZ Company. You saw the announcement for the job on the newspaper on Saturday, 30th of September.

Left for students but should contain:

Addressing the recipient. (1 point)

Contents of the acceptance letter. (1 point)



Ain Shams University
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Mid Term Exam
Second Year
Time: 40 min.
Subject: Report Writing
Date: 30-Nov.-2014

Greeting and signature. **(1 point)**

(1 point) for adhering to the template.

Good Luck