

Roll No. \_\_\_\_\_

**3E1250****3E1250**

**B.Tech. III sem. (Main) Examination, April/May - 2022**  
**Technical Communication**  
**Common to All Branches**

**Time : 2 Hours****Maximum Marks : 70****Instructions to Candidates:**

*Attempt all ten questions from Part A. All five questions from Part B and three questions out of Five questions from Part C.*

*Schematic diagrams must be shown wherever necessary. Any data missing may suitably be assumed and stated clearly. Units of quantities used/calculated must be stated clearly.*

*Use of following supporting material is permitted during examination (As mentioned in form No. 205).*

**PART - A**

(word limit 25)

**(10×2=20)**

1. What is a Technical Project Proposal?
2. Define Linguistic Ability in short.
3. Enlist two factors which determine Information Design.
4. Suggest two ways for enhancing Listening Skills.
5. Give a comprehensive definition of Technical Communication.
6. Discuss importance of Technical communication for engineers in brief.
7. Write a short note on Technical Discourse.
8. Distinguish between the Agenda and Minutes of Meeting?
9. List any two characteristics of Technical Documents.
10. Name the different types of Technical Articles.

**PART - B**

(word limit 100)

**(5×4=20)**

1. Discuss the forms of technical communication, giving suitable examples.
2. Distinguish between the Print Media and Online Media.
3. Enlist the features, Types and structure and Format of Technical Reports.

**[Contd....]**

4. **Correct the following sentences :**

1. I have seen him yesterday.
  2. We had gone to the movies last night.
  3. I had spoken to them about my holiday.
  4. You must attend your teacher's instructions.
  5. The hen has lain six eggs.
  6. I have seen him a moment ago.
  7. They discussed about the whole matter.
  8. We are playing tennis every day.
5. Write a letter to the Editor of a magazine Expressions, New Delhi on the deterioration in the standard of living in your city. Give suggestions for improvement.

**PART - C**

(Any three)

(3×10=30)

1. Mention the Aspects of Technical Communication in detail.
2. Describe the importance of reading and understanding Instructions and Technical Manuals for engineering students.
3. Describe the process of Technical Writing in detail.
4. What is Report Writing? What is the structure of a report?
5. You are Yogi/Yogita, a B.Tech III SEM student. You need the transcript of your *mark sheets from your college*. Write an email to the Chairman, Examination Office requesting him to issue the same in 120 words.

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