Roll No. _____

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3E1102

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B. Tech. III - Sem. (Main / Back) Exam., Dec. 2019
HSMC Civil Engineering
3CE1-02 Technical Communication
Common for All Branches

Time: 2 Hours

Maximum Marks: 80

Instructions to Candidates:

Attempt all five questions from Part A, four questions out of six questions from Part B and two questions out of three from Part C.

Schematic diagrams must be shown wherever necessary. Any data you feel 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. (Mentioned in form No. 205)

1. NIL _____

2. NIL _____

PART – A

(Answer should be given up to 25 words only)   [5×2=10]

All questions are compulsory

Q.1 Define Technical Communication.

Q.2 Name any two technical texts.

Q.3 Mention the different types of letters.

Q.4 What is a technical report?

Q.5 What are nouns? Give examples.

PART – B

(Analytical/Problem solving questions)   [4×10=40]
Attempt any four questions

Q.1 Correct the following sentences –

(i) Do you have sister? – Yes, I do.

(ii) When you come to Germany? – Last year.

(iii) When you return to Japan? – Next year.

(iv) You like German food? – Not very much.

(v) Do you like dogs? – Yes, I like.

(vi) He plays the piano very well, don't he?

(vii) Where she live? – Sorry, I don't know.

(viii) Will you help me today? – Yes, I'll.

(ix) I need any money to buy lunch today.

(x) My father work in a bank.

Q.2 Your college recently organized a science symposium on the topic :

'Effect of pollution on quality of life'. You are Amit/Amita Raazdan, editor of the college magazine. Write a report on the event for your magazine. (120 – 150 words)

Q.3 Describe Technical Articles, mentioning strategies and structure of Technical Articles.

Q.4 Describe the importance of Communication Skills for engineers.

Q.5 Describe the strategies of organization and information design for print and online media. http://www.rtuonline.com

Q.6 You are Sandhya/Sohan an active member of the Animal Lovers Club which works for the welfare of animals by preventing cruelty to them. Recently you visited Mahatma Gandhi Animal Care Home. You were pleasantly surprised to see the good treatment given to the animals. Write an email to a friend in 150–200 words recounting your visit.

PART – C

(Descriptive/Analytical/Problem Solving/Design Questions)   [2×15=30]

Attempt any two questions

Q.1 Describe the various aspects of Technical Communication in detail.

Q.2 Read the passage and make notes, giving a suitable title:

User guide, also commonly known as a technical communication document, is intended to give assistance to people using a particular system. It is usually written by a technical writer, although user guides are written by programmers, product or project managers, or other technical staff, particularly in smaller companies.

User guides are most commonly associated with electronic goods, computer hardware and software, although they can be written for any product. Most user guides contain both a written guide and associated images. In the case of computer applications, it is usual to include screenshots of the human – machine interfaces, and hardware manuals often include clear, simplified diagrams. The language used is matched to the intended audience, with jargon kept to a minimum or explained thoroughly.

User guides have been found with ancient devices. One example is the Antikythera mechanism, a 2,000 year old Greek analogue computer that was found off the coast of the Greek island Antikythera in the year 1900. On the cover of this device are passages of text which describe the features and operation of the mechanism.

User manuals and user guides for most non –trivial software applications are book-like documents with contents similar to the above list. They may be distributed either in print or electronically. Some documents have a more fluid structure with many internal links. The Google Earth User Guide is an example of this format. The term guide is often applied to a document that addresses a specific aspect of a software product. Some usages are Installation Guide, Getting Started Guide, and various How to guides. An example is the Picasa Getting Started Guide.

Q.3 Write a letter of application that you would put with your CV, in reply to the advertisement which appeared in the Employment News on July 2nd for the post of junior manager, Infosys.