**Tutorial 2 - Handout 1: Answers**

**More practice activities**

**Activity TWO answer key**

1. Hosni Mubarak was  power in Egypt for 30 years.
2. Alan is a fan   Manchester United.
3. NATO stands  the North Atlantic Treaty Organization.
4. Roger’s company specializes  the management of young musicians.
5. I will go  vacation next month.
6. The cake was cut  four pieces.
7. Bratislava is not  big  Budapest.
8. Ken has to finish the project  4 pm tonight.
9. The movie was inspired  a book written 50 years ago.
10. I was able to return the product because it was still  warranty.
11. The little boy hit his friend  a stick.
12. I plan to work  I am 65 years old.
13. I wasn’t able to focus  my work because of the loud construction outside my window.
14. This commercial was designed to appeal  women in their twenties and thirties.
15. I don’t know his reason  ending the relationship.
16. Although Carol graduated  Harvard with a degree in political science, nowadays she doesn’t care  politics.
17. I am very proud  my son’s accomplishments.
18. Laura can’t concentrate  her job because she is stressed out about her marriage.
19. I don’t care  baseball. I never watch it.

**Activity THREE Answer Key**

1. I am allergic  cats.
2. We are looking for someone who is skilled  giving presentations.
3. He is responsible  our branch in China.
4. I have a question to ask related  your education.
5. I have a view  Prague Castle from my apartment.
6. The company president didn't want to comment  the scandal.
7. You remind me  my cousin.
8. After graduation, Joan will apply  some local companies  a job as a graphic designer.
9. There was much damage  the car.
10. These boots were  sale last week.

**Tutorial 2 – Handout 2: Answers**

**Technical and General Writing**

**Activity 1**

1. Technical writing is the same as general writing.
2. True
3. False
4. Technical writing demands \_\_\_\_\_\_ use of language.
5. figurative
6. poetic
7. factual
8. d) dramatic
9. Which of these must be avoided in technical writing?
10. Facts
11. Grammar
12. Punctuation
13. d) Personal feelings
14. Which of these words is used in technical writing?

a) Apex  
b) Top  
c) Slanting

d) Bottom

1. Which of these is a technical word for **slanting**?

a) Lateral  
b) Sloping  
c) Tilting

d) Bent

1. Familiar words must be used in technical writing.

a) True  
b) False

1. A scientist gets his special words from \_\_\_\_ language.

a) Latin  
b) English  
c) French

d) Italian

1. Trigonometry is a \_\_\_\_ word.

a) French  
b) German  
c) Indian

d) Greek

1. Which of these means bioscope?

a) Math c) Cinema  
b) Science d) Binoculars

1. Electricity is derived from \_\_\_\_\_ language.
2. Indian
3. Greek
4. French
5. Italian

**Activity 2**

* 1. In technical writing, forum is required for selling and introducing product/ service, using six to-eight panel foldouts, known as:

1. Letters
2. Flyers
3. Brochures
4. Newsletter
5. Which type of chart is used in representing chronological sequence of activities
6. Gantt charts
7. 3-D Topographical charts
8. Line charts
9. Pie-chart
10. Acting politely, giving remarks about colleague’s work, reasoning about emails is called law of
    * + 1. Courtesy
        2. Confidentiality
        3. Quality
        4. Justification
11. Instructions on writing: first step, engrossed in writing instructions, regarded as:
    * + 1. Organization of steps
        2. Clarifying the audience
        3. Reviewing instructions criteria
        4. Detailed analysis
12. The shortest document among technical written documents, is known as:
    * + 1. Report
        2. Website
        3. Summary
        4. Paragraph

* Sources:
  + [Technical & General Writing Questions & Answers](https://www.sanfoundry.com/professional-communication-questions-answers-technical-general-writing/)
  + <https://www.mcqslearn.com/study/technical-writing/quiz/quiz-questions-and-answers.php?page=13>
* <https://global.oup.com/us/companion.websites/9780199890781/student/chapter1/quiz2/>