Bahria University, Islamabad Campus
Department of Computer Science
Mid Term Examination
Class/Section: BSCS 6A & 6B
(Spring 2023 Semester)
Paper Type: Descriptive

Course: Technical Writing & Presentation Skills Date: 16/04/2023
Course Code: HSS-320 Session: II
Faculty's Name: Quratul Ain Max Marks: 20
Time Allowed: 90 minutes Total Pages (including this): 02

INSTRUCTIONS:
1. Attempt all questions and return question paper along with answer book.
2. Marks will be awarded for structure and content.
3. Use appropriate examples to support your answers.
4. Do not generalize the answers. Be specific.

Student's Name: _____ Enroll No: _____

Q1: Based on the steps of writing process, **use** clustering in the prewriting process and **develop** a coherent and well-knitted essay of 250-500 words on the topic of **Human Dependence on Technology.** (CLO 2, Marks 07)

Q2: Consider the following situation and **write** a memorandum in the light of given context. You are Administrative Officer. You want to tell 10 people about an upcoming computer training seminar. You are attaching a brochure about the seminar from the presenter, but you also need to inform them of the following: (CLO1, Marks 06)

• what the training is for

• who the presenter is, including a brief statement about his/her background

• where the training will be held, including the date and time

• whether or not parking is available

• whether or not lunch and/or any refreshments will be served

Q3: Based on job announcement for Web Developer given below, **write** a cover letter, applying for the position. Mention your qualification, skills and interest for the position. **Use** block format. (CLO 1, Marks 07)