



NATIONAL OPEN UNIVERSITY OF NIGERIA
14/16 AHMADU BELLO WAY, VICTORIA ISLAND, LAGOS
SCHOOL OF SCIENCE AND TECHNOLOGY
JUNE/JULY EXAMINATION

COURSE CODE: CIT802

COURSE TITLE: Technical Report Writing

TIME ALLOWED: 3hrs

INSTRUCTION: Answer any five (5) questions

QUESTIONS

1a. A number of rules must be adhered to in handling citations and references of scientific papers. State any 3 of these rules. (12 marks)

1b. Give a concise definition of a good title. (2 marks)

[Total = 14 marks]

2a. Within the context of technical report writing, state the good tests for avoiding the rejection of a report? (10 marks)

2b. A table must meet certain criteria for it to be 'well-constructed'; state any two (2) of these criteria. (4 marks)

[Total = 14 marks]

3a. Explain the concept development approach of organisation. (12 marks)

3b. State any 2 criteria for classifying technical reports. (2 marks)

[Total = 14 marks]

4a. Give 10 reasons for using citations in science. (10 marks)

4b. State the primary and secondary sources of material in science and technology. (4 marks)

[Total = 14 marks]

5a. Specify the injunctions that apply for a good discussion. (10 marks)

5b. Write any 2 suggested rules for a good introduction. (4 marks)

[Total = 14 marks]

6a. Explain the concept of graphs from the perspective of printing. (6 marks)

6b. What is the main significance of graphs and tables in research? (4 marks)

6c. How would you decide which graph is preferable? (4 marks)

[Total = 14 marks]

7a. A technical report aims at achieving 5 set objectives. State them. (10 marks)

7b. Write two (2) classes of potential readers. (4 marks)

[Total = 14 marks]