

**DIPLOMA IN CIVIL ENGINEERING (DCLE(G))/  
DIPLOMA IN MECHANICAL ENGINEERING  
(DME)**

**Term-End Examination**

**December, 2014**

00415

**BET-036 : TECHNICAL DOCUMENTATION**

*Time : 2 hours*

*Maximum Marks : 70*

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*Note : Attempt any five questions. All questions carry equal marks.*

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1. (a) Explain the significance of Audience Analysis and Purpose Identification. 7  
(b) Discuss the basic guidelines for choosing the right words/phrases. 7
2. (a) Describe the structure of object and mechanism descriptions. 7  
(b) Explain the importance of the conclusion in description of a process. 7
3. (a) Define Instructions. Explain the various components of instructions. 7  
(b) Explain the procedure of writing an Abstract. 7
4. (a) Explain the formal elements of a Report. 7  
(b) Describe the typical situations requiring an Inspection Report to be written. 7

5. Prepare a Project Proposal for the construction of a seminar hall in a Polytechnic College. Assume the required data suitably. 14
6. Write a Progress Report of the ongoing construction of a bus terminal in a semi-urban town. Assume that you are writing to your higher authorities. 14
7. Prepare transparencies for presentation on, "Construction of a small dam across a rain-fed river to make water available for irrigation." 14
8. Write short notes on the following :  $2 \times 7 = 14$
- (a) Trip Report
  - (b) Feasibility Report
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