

**B.Tech. Civil (Construction Management)/
B.Tech. Civil (Water Resources Engineering)**

Term-End Examination

00653

December, 2015

ET-302(B) : TECHNICAL WRITING

Time : 3 hours

Maximum Marks : 70

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

1. (a) What do you mean by Technical Writing ?
Describe the six basic characteristics of technical writing. 7
- (b) Explain the four-step procedure which will help to analyse the audience effectively. 7
2. (a) Discuss various features of technical writing. 7
- (b) Describe the features of effective graphic aids. 7
3. (a) Describe the purpose of a Project Report. 7
- (b) Discuss the purpose of preparing a Periodic Progress Report. 7

4. Prepare a Project Proposal for the construction of a Marriage Hall in a residential colony in a big city. Assume the required data suitably. 14
 5. Write a Progress Report of the ongoing construction of a canal in a rural area. Assume that you are writing to your higher authorities. 14
 6. Write a technical article on "Use of Computers in Construction Industry". 14
 7. Prepare transparencies (i.e. Slides on paper) for a presentation of "Advantages and Disadvantages of Metro Rail in the overall development of a city". 14
 8. Write short notes on the following : 2×7=14
 - (a) Feasibility Report
 - (b) Audience Analysis
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