

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

**00643 Term-End Examination**

**June, 2018**

**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) Discuss the importance of audience analysis and purpose identification in technical writing. 7
- (b) Describe the basic guidelines for choosing the "Paragraph : Structure and Length". 7
2. (a) What do you mean by Researching ? Explain the various aspects of researching for preparing a useful technical report. 7
- (b) Describe the structure of object and mechanism. 7

3. (a) Explain the procedure of writing a manual. 7  
(b) Discuss the formatting conventions that make reading easier. 7
4. (a) List the various points of a technical report writer's checklist. 7  
(b) Explain the situations requiring preparation of an inspection report. 7
5. Prepare a "Project Proposal" for the construction of an overbridge on a railway line. Assume required data suitably. 14
6. Write a progress report of the ongoing construction of a swimming pool in a residential colony. Assume that you are writing to your higher authorities. 14
7. Prepare transparencies for an oral presentation on "Advantages and Disadvantages of Group Housing". 14
8. Write short notes on the following :  $2 \times 7 = 14$   
(a) Elements of a Technical Report  
(b) Incident Report
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