

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

Term-End Examination

December, 2011

ET-302(B) : TECHNICAL WRITING

Time : 3 hours

Maximum Marks : 70

Note : Attempt *any five* questions. All questions carry *equal* marks. The answer shall be in your own language.

1. (a) Discuss the importance of Audience Analysis. 7
- (b) Describe the different patterns of development that can be used effectively in technical writing. 7
2. (a) Explain the various questions that are normally asked in the General Introduction of "Description of a Process". 7
- (b) Discuss the method of using information, in Report Writing. 7
3. Prepare a project proposal for the renovation of a community hall which can accommodate five hundred persons. Assume the required data suitably. 14

4. Write a progress report of the on-going construction of a Sewerage treatment plant. Assuming that you are writing to your higher authorities. 14
5. Prepare transparencies for a presentation on "Advantages and Disadvantages of a Group Housing Project". 14
6. Write a technical article on "Ill Effects of Irrigation". 14
7. (a) Discuss the guide lines for writing an effective technical report. 7
- (b) What do you mean by an Abstract ? Describe the purpose and the structure of an Asbstract. 7
8. Write short notes on the following : $4 \times 3\frac{1}{2} = 14$
- (a) Incident Report
- (b) Importance of Visual Aids
- (c) Manual of Construction Equipment
- (d) Researching
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