B.Tech. Civil (Construction Management)/
B.Tech. Civil (Water Resources Engineering)
Term-End Examination
December, 2017

ОО58 1

ET-302(B) : TECHNICAL WRITING

Time : 3 hours   *Maximum Marks : 70*

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

1. (a) The audience and purpose determine the content and form of any technical document. Discuss, giving suitable examples, any one — audience or purpose.   7

   (b) Discuss the process of Prewriting of Technical Writing.   7

2. (a) What are some of the basic methods of finding printed information ?   7

   (b) How would you classify a manual ? Discuss each of the four types of manuals in brief.   7

3. (a) Prepare a project proposal for rainwater harvesting in a residential colony.   *7*

    (b) Write a technical report on Vehicular Pollution.   *7*

4. (a) What are the guidelines to be followed while writing a technical report ? Discuss in brief.   *7*

    (b) Write an Inspection report of a railway track damaged by continuous rain, incorporating examination, inspection, checks and findings of the inspection.   *7*

5. (a) Why is knowledge of audience and purpose important while preparing an oral presentation ? Explain with examples.   *7*

    (b) You have been asked to prepare a feasibility report on traffic management at a busy market. Prepare the report with several alternatives, with their pros and cons.   *7*

6. (a) Write a brief note on Impact of Internet on Technical Research.   *7*

    (b) Distinguish between trip reports, inspection reports and progress reports.   *7*

7. (a) Write a technical report on garbage disposal for a group of residents of a colony. 7

(b) Prepare a proposal on time management for an office with limited staff and work overload. 7

8. Write short notes on any *two* of the following : *7+7=14*

(a) Types of Technical Articles

(b) Query Letters

(c) Computer-Aided Editing

(d) Report Writer's Checklist

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