

B.E. 1st Year Examination February 2022

CS, IT and Ex Students

ROLL NO:-----

Technical English: SSR1S1

code: 2021231

Duration: 3 hrs

Max Marks: 60

Q1. Answer any one of the following questions:

- (a) Discuss in detail the importance of technical communication in business organizations. (12)

OR

- (b) Discuss any five barriers in the process of communication. Explain with the help of examples. (12)

Q2. Answer any one of the following questions:

- (a) Discuss the role of memorandum in business organizations. Write any five essentials of writing an effective memorandum. (12)

OR

- (b) Assume that you are Amrit Sharma, Sales Officer of Sony company. Write a sales letter, promoting the sale of Sony smart television to be distributed to prospective Sony customers. (12)

Q3. Answer any one of the following questions:

- (a) What is Report writing? Explain the importance of written reports in business organizations. (12)

OR

- (b) Give the technical description of Laptop: its parts, features and process along with its diagram. (12)

Q4. Answer any one of the following questions:

- (a) Write a dialogue between two friends coming out of the hostel and discussing about the growing Corona cases in Indore. (12)

OR

- (b) Expand the given idea in almost 150 words: "The grass is always greener on the other side of the fence." (12)

Q5. Do as directed:

- (a) Write the meaning of the foreign words: (04)

(1) Boutique (2) Prima facie (3) Post mortem (4) Sybaritic

- (b) Write the full form of the given abbreviations: (04)

(1) ESCON (2) PCM (3) DM (4) IC

- (c) Write one synonym of the following words: (04)

(1) Extraordinary (2) Shine (3) Amazing (4) Dilemma

Code: 2023012

ROLL NO -

Max Marks: 60

B.E. 1st Year Examination February 2023 (RE)

CS AND IT

Technical English:ISSRSI

Duration: 3 hrs

- Q1. Answer any one of the following questions: (12)
- (a) Discuss any three situations in your experience where you would prefer to use written communication. Explain with the help of logical examples. (12)
- Or
- (b) What is meant by barriers to communication? How and why do they occur? Discuss any three important barriers in the process of technical communication with the help of few examples. (12)
- Q2. Answer any one of the following questions: (12)
- (a) You had ordered some goods for your company to be delivered by a specified date. The consignment did not arrive on time and are of no use to you now. Write to the supplier cancelling the order and pointing out that you have incurred considerable loss on account of his negligence. (12)
- Or
- (b) What is Memorandum? How is it different from formal letter? Discuss the various elements present in Memorandum along with its format. (12)
- Q3. Answer any one of the following questions: (12)
- (a) Car parking at the main road of your institute has become a big problem. At present staff cars are parked in a separate area from student's cars, but in both areas there are problems. You are the Estate Manager. You have been asked by the Director of the Institute to consult with the Heads of Departments and representatives of the student body with a view to reporting on ways and means of improving the present situation. Write a suitable report on the given situation. (12)
- Or
- (b) Write the technical description of a Personal Computer: its various parts, features and process along with its diagram. (12)
- Q4. Answer any one of the following questions: (12)
- (a) Write a dialogue between two young men about how to eradicate the illiteracy problem from our country. (12)
- Or
- (b) Expand the given idea in almost 200 words: "Speak when your word is better than your silence." (12)
- Q5. Do as directed: (04)
- (a) Write the meaning of the foreign words: (04)
- (1) Per gradus (2) Bons mots (3) Vade in pace (4) In toto
- (b) Write the full form of the given abbreviations: (04)
- (1) MCAD (2) CDP (3) DSDM (4) HSDPA
- (c) Write one synonym of the following words: (04)
- (1) Kudos (2) Absurd (3) Vista (4) Perish