

410002

Roll No. _____

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B. Tech. IV - Sem. (Main / Back) Exam., (Academic Session 2021- 2022)

Aeronautical Engineering

4AN1 – 02 Technical Communication

Common to all Branch

Time: 2 Hours

Maximum Marks: 80

Min. Passing Marks:

Instructions to Candidates:

Part – A: Short answer questions (up to 25 words) 2×3 marks = 6 marks.
Candidates have to answer **two** questions out of **five**.

Part – B: Analytical/Problem solving questions 3×15 marks = 45 marks.
Candidates have to answer **three** questions out of **six**.

Part – C: Descriptive/Analytical/Problem Solving questions 1×29 marks = 29 marks.
Candidates have to answer **one** questions out of **three**.

Schematic diagrams must be shown wherever necessary. Any data you feel missing may suitably be assumed and stated clearly. Units of quantities used/calculated must be stated clearly.

*Use of following supporting material is permitted during examination.
(Mentioned in form No. 205)*

1. NIL

2. NIL

PART – A

Q.1 Distinguish between general communication and technical communication?

Q.2 Explain listening process.

Q.3 Explain technique of note taking.

Q.4 Distinguish between scanning and skimming.

Q.5 What in ABC of technical communication?

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PART – B

Q.1 Explain the importance and need for technical communication.

Q.2 Explain the importance and types of technical articles.

~~Q.3~~ Explain the essential features of note making and discuss the mechanics for note making.

Q.4 Find the error and rewrite the sentence correctly - <https://www.btubikaner.com>

- (1) My mother is in teaching line.
- (2) Both did not go.
- (3) We have decided to buy some furniture.
- (4) Have you a pen? I have not got.
- (5) I enjoyed last summer.
- (6) The article was published in the last issue of "India today".
- (7) The patient died before the doctor arrived.
- (8) One of the flowers are artificial.
- (9) He ran as fast as he can.
- (10) I have written to you yesterday about this matter.

~~Q.5~~ Discuss technical writing process in detail.

~~Q.6~~ What in an E-mail? How will you design an email effectively with format?

PART – C

Q.1 Define proposal and components of proposal.

Q.2 What is a report? How many types of report are there? What writing strategy we should adopt for writing a report?

Q.3 Write a job application with a resume in response to advertisement in "Times of India" for the post of Engineer in an MNC.