

Seat No. : _____

DF-119

December-2013

5 Years M.Sc. (CA & IT) Integrated (K.S.) 5th Sem. TY M.Sc.

Technical Communication

Time : 2 Hours]

[Max. Marks : 50

1. Write a note on Interview and explain all the types of interviews. **10**

OR

Write a covering letter for your resume / CV. Assume the necessary required details.

2. Write a note on types of Group Discussions and mention the do's and don'ts for success in GDs. **10**

OR

Explain all the types of listening.

3. Answer the following : **10**

- (1) Describe the techniques of writing in detail.
- (2) Compare technical writing and general writing.

4. Write short note on : **10**

- (1) Features of technical communication.
- (2) Types of speaking skills.

5. (A) Discuss the purpose of technical writing. Also explain the principles of effective writing. **5**

- (B) Write a précis for the following passage : **5**

English education and English language have done immense good to India, inspite of their glaring drawbacks. The notions of democracy and self government are the born of English education. Those who fought and died for mother India's freedom were nursed in the cradle of English thought and culture. The west has made contribution to the east. The history of Europe has fired the hearts of our leaders. Our struggle for freedom has been inspired by the strugglers for freedom in England, America, and France. If our leaders were

ignorant of English and if they had not studied this Language, how could they have been inspired by these heroic strugglers for freedom in other lands ? English, therefore, did us great good in the past and if properly studied will do immense good in future.

English is spoken throughout the world. For international contacts and trade, for the development of our practical ideas, for the scientific studies, English – is indispensable “English is very rich in literature,” our own literature has been made richer by this foreign language. It will really be a fatal day if we altogether forget Shakespeare, Milton, Keats and Shaw.
