

B. Sc. (Hons.) Computer Science / IV Sem.

Paper 405 – TECHNICAL COMMUNICATION

(ENGLISH)

(Admissions of 2001 and onwards)

Time 3 hours

Maximum Marks 75

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(Write your Roll No on the top immediately on receipt of this question paper)
Attempt all questions

Q1 What is the difference between formal and informal communication? Point out against each sentence below whether it is formal or informal in nature 10

- (a) All the bills are in order. Payment may be made.
- (b) I regret to inform you that your candidature has been cancelled.
- (c) That's great! How about a grand party now?
- (d) I don't bother about such petty things.
- (e) Take your time and let's know your decision.

Q2 (a) Mark the primary stress in the following words

server, computer, component, particle, comfort (noun)

5

(b) Identify the intonation pattern (falling/rising) in the following utterances 5

- (i) Why is it so dark here?
- (ii) Don't accept the packet if you don't know him
- (iii) Take a seat, young lady
- (iv) Can I see your certificates?
- (v) What a wonderful party!

Q3 Correct the following sentences

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- (i). He became happy when he heard the news of his success
- (ii) A large number of people has complained against you
- (iii) He ran very fastly
- (iv) I prefer tea over coffee
- (v) The boss is asking for you for about an hour

Q4 Rewrite the following passage after inserting suitable punctuation marks in it 5

The doorman of a very expensive gentlemen's club in London retired and a new doorman came to take his place. One of the club members was always boasting about how important he was and when he saw this doorman for the first time he said to a group of his friends, "I think I know this man." Then he said to the doorman, "Where have I seen you before? Did you work at the Royal Palace?" No, sir, answered the man, "I was a prison warder all these years."

Q5. You bought a television set from your local electronic goods dealer about a week back. But it is not working satisfactorily. Write out a dialogue between you and the dealer. 10

Q6. Prepare a brief Report on a proposal to computerize the library system of a university. 5

Q7. Write an application for the post of a Senior Programmer in a banking organization. Prepare a matching Resume as well. 5

Q8. You are the branch manager of a bank. Write a circular informing all your employees regarding change in the working hours of your branch.

Q9. Write a summary of the following passage in about one-third of its length. 10

Games and sports should be an essential part of our school curriculum. Unfortunately, the emphasis in our schools and colleges has been, by and large, on academics alone. Most administrators and academicians think that games and sports should be meant for those who have an aptitude for these. For that matter, academic learning should also be limited to those who have the capacity to learn. We know this logic does not hold good. Again, some people feel that games and sports hamper academic performance. Those who think on these lines, perhaps, equate the pursuit of games and sports with achieving proficiency and excellence. This is not the truth, of course. The purpose is to keep you physically fit and mentally alert. Besides, education does not mean the acquisition of bookish knowledge alone. It is the harmonious development of an individual's personality that we are always aiming at. If, therefore, mental culture is important to professional growth, then physical culture is equally necessary to the maintenance of proper health and physique. We should not, therefore, underestimate the value of sports and games in the larger interests of our national growth.

(190 words)

Q10. Write an essay on *any* one of the following topics (in about 300 words) 15

- (a) Alternative sources of energy
- (b) Environmental pollution
- (c) Are we happier than our forefathers?