MASTER OF LIBRARY AND INFORMATION SCIENCE (Revised)

Term-End Examination

December, 2006

MLIE-104 : TECHNICAL WRITING

Time : 3 hours   *Maximum Marks : 100*

Note :   *Attempt **all** questions. All questions carry equal marks. Illustrate your answers with suitable examples and diagrams, wherever necessary. Write relevant question number before writing the answer.*

1.1 What is meant by the expression 'aberrations' in technical writing ? Discuss some ways of overcoming them.

OR

1.2 What are the general characteristics of technical writing ? Discuss some of the library and information services which call for developing writing skills.

2.1 Explain different writing situations with reference to various target groups.

OR

2.2 What is a paragraph ? Discuss its different types.

3.1 Explain the styles of presentation of data in a technical report.

OR

3.2 Define technical communication and discuss its various types.

OR

4.1 What do you understand by copy editing ? Explain with examples the routine tasks involved in copy editing.

OR

4.2 Edit the text given below :

while this explanation is sufficient for most purposes, such a simple answer is really no longer accurate. The right answer to day depends on your *perspective*. Toreally understand the question What is open source. in a complete and useful way, we must know who is asking the question. For example, if we asked Linus torvalds, Richard Stallman, or bill Gates, we might get very different answers. Heres what opensource means to a variety of different Groups.For users of soft ware who

have the skills to download and install software, open source means choice and freedom.The choice comes from the huge amount of programs available. Some programs like Firefox ((the smoking-hot browser from Mozilla.org) or OpenOffice.org (a suite of wArd processing, spread sheet, and related programs) can be downloaded and used by just about anybody. Other open source projects such as **Babeldoc** or Axkit are mostly useful for software developers.

None of this open source software costs money. Some programs charge subscriptions for support, updates, documentation, or premium versions, but most of those are useable without paying an fee.The freedom comes from the fact that the source code is available. If you want to change something, then you can, if you have the right skills. only a handful of the people who

download and use open source ever actually change it.

Most use it as intended, but they have the freedom to

modify it if they want.

5.0 Write short notes on any ***three*** of the following (in about 300 words each) :

(a)   Readability yardstick

(b)   Text factors

(c)   Regional Indian dialects

(d)   Editor's skills

(e)   Peer reviewing