

[This question paper contains 4 printed pages.]

Sr. No. of Question Paper : 6804

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Your Roll No.....

Unique Paper Code : 203191

Name of the Course : B.Sc. (H) / B.Sc. (Prog.)

Name of the Paper : Tech. Writing and Communication in English

Semester : I

Duration : 3 Hours

Maximum Marks : 75

**Instructions for Candidates**

1. Write your Roll No. on the top immediately on receipt of this question paper.
2. All the questions are compulsory.

1. Write short notes on any **three** of the following in about 75 words :

- (i) Feedback
- (ii) Mass Communication
- (iii) Kinesics
- (iv) Grapevine
- (v) Interpersonal Communication (5×3=15)

2. Answer either A or B :

- (a) Using the thesis statement given, write an essay of 3 paragraphs in about 200 words. (20)

*Convicted politicians are a serious threat to parliamentary democracy.*

OR

- (b) (i) Using the topic sentence given, write a paragraph of about 100 words. (10)

P.T.O.

*Perfect gain is the best thing, but when it is impossible the second best thing is perfect losing.*

**AND**

- (ii) Write the introductory and the concluding paragraphs, in about 50 words each, to the paragraphs given below. (10)

Even before the end-users are gearing up to take advantage of the economic recovery to buy houses, high net worth individuals (HNIs) are flocking to the market.

They are deftly booking houses ahead of any further increase in prices of residential units. Currently, financial investors constitute around 30% of the sale in residential units, even though it has not reached the peak level of 2007. As per industry estimates, almost 70% of the newly-launched projects in 2007 were bought by investors and remaining 30% by the end-users. Typically, investors, comprising HNIs, flock to the housing market, keeping a 6-12 month return in mind, whereas an end-user's demand is a function of job security and affordability.

Though investor sentiments have started showing up in certain projects, primarily in the premium housing category, sale in the mass market is still being driven by end users, the analysts said. The fact that there has been a significant increase in housing loans in the recent months shows that it is mostly the end users who are buying houses now. This is very good for both realty firms and consumers as there will be less volatility in the prices.

3. (a) Write a letter of complaint to M/s. XYZ Educaids Ltd informing (and seeking adequate recompense) them of the malfunctioning audio-visual equipment that you recently purchased for your department's laboratories. (10)

**OR**

- (b) Draft a report (to be sent to the Principal of your college) about the prospects of setting up a dedicated technical-support team in your college for the first year students who have received laptops from the University administration. (10)

4. (a) Prepare the minutes of the first meeting of the elected students body of your Department. (10)

OR

- (b) Prepare a User's Guide for a new Android-based, 4" touch screen phone that your company is about to launch for the youth market. (10)
5. Rewrite the following sentences as directed : (10)
- (a) Change the voice of sentences.
- (i) Darjeeling and Assam grow tea.
  - (ii) Independence Day is celebrated with gusto by the Indians in America.
- (b) Change the speech of the sentences :
- (i) The students asked the teacher "Is this topic important for the exams ?"
  - (ii) She told me that she would be able to accompany me to the doctor the next day.
- (c) Combine the two sentences given in i) and ii) to form a compound/complex sentence each.
- (i) Sahil cooked the lunch before leaving for work. Sahil made sure that the dining room was ready for the guests
  - (ii) She walked to the bus stop in the rain. She had forgotten her umbrella in the office.
- (d) Replace the given phrases with a single word.
- (i) A place where public, government and historical records are kept
  - (ii) Anything written in a letter after it has been signed
- (e) Change the negative sentence to an affirmative one and vice versa.
- (i) He stayed in Delhi during the vacations and did not go to Mumbai as planned.

(ii) She said she would like new clothes and a bag for her birthday.

6. The following paragraph has ten errors in it. Identify the errors and then correct them and rewrite the paragraph. (10)

I decided at last to wrote out the confession, to submit it to my father and ask his forgiveness. I wrote it in a slip of paper and handed it to him myself. In this note not only did I confessed my guilt, but I asked inadequate punishment for it, and closed with a request to him not to punish himself for my offence. I also pledged myself always to steal in future. I was trembling as I handed the confession to my father. He was then suffering from a fistula and was confine to bed. His bed was a plain wodden plank. I handed him the note and sat opposite the plank. He read it through, and pearl drops trickled up his cheeks, wet the paper. For a moment he closed his eyes for thought and then tore up the note. He had sat up to read it. He again lay down. I also cried.