

**Tribhuvan University
Institute of Science and Technology**

2071

Bachelor Level/ First Year/ First Semester/ Science

Full Marks: 80

Computer Science and Information Technology (Eng. 256)

Pass Marks: 32

(Technical Writing)

Candidates are required to give their answers in their own words as far as practicable.

The figures in the margin indicate full marks.

Attempt All The Questions.

1. Prepare a newspaper article with due organizational and layout in about 250 words using symbols and abbreviations while preparing the article in the computer. (15)
2. What major items are included under the reference of grammar unit in technical writing courses? Give brief explanation of each item of grammar unit with suitable examples. (10)
3. Define each components of writing elements. How does each of them complement the other and what process or elements makes writing readable. (15)
4. Discuss advantages and disadvantages of wide spread use of 'e' service in general and 'email' in particular in personal and institutional purpose. For example: e-banking, payment of service changes like telephone, electricity and drinking water and admission and result of colleges and universities. (15)
5. Write a technical description of a recently bought color laser printer with its special features. IF necessary give some sketches to clarify your description. (10)
6. Suppose you are the Head of the Department of Computer Science and Information Technology and you have assigned a particular task to each student of 4th semester for class presentation through multimedia. Now prepare a formal report with informative summary of each student's presentation. (15)