

Bachelor Level / Third Year /Six Semester/Science
Computer Science and Information Technology (CSC 368)
(Technical Writing)
(NEW COURSE)

Full Marks: 80
Pass Marks: 32
Time: 3 hours.

Candidates are required to give their answers in their own words as far as practicable.
The figures in the margin indicate full marks.

Section A

Attempt any **THREE** questions.

(3×10=30)

1. Explain the role of audience analysis in technical writing and provide an example of how understanding the audience can affect the content and style of a technical document.
2. You are now studying IT in a reputed campus under Tribhuvan University, Nepal. The campus has a well-equipped computer lab. You remember the school where you completed your secondary-level education. Most schools in Nepal have only a couple of desktop computers. You want to donate about a dozen computers to the school by raising funds. Write a letter to the Chief District Officer requesting him/her to permit you to collect donations. Include the specifications of the computers and the price list with the letter.
3. Describe the structure and key components of a technical report. How does this structure enhance the report's effectiveness?
4. What are the ethical considerations in technical writing, and how can a writer ensure they adhere to ethical standards?

Section B

Attempt any **TEN** Questions.

(10×5=50)

5. Define FAQ, and draft five FAQs for your website.
6. What is a Gantt chart? Make a Gantt chart of your assignment schedule.
7. You have recently prepared an app. Compose a persuasive message in the AIDA method.
8. What is the purpose of an executive summary in a technical document?
9. How does technical writing differ from other forms of writing?
10. Differentiate chronological resumes from functional resumes.
11. What are the key steps in the technical writing process?
12. Why is peer review important in technical writing?
13. Describe the difference between a technical description and a technical definition.
14. Define the following terms:
 - a) Pilot study
 - b) Clinical research
 - c) Alignment
 - d) Stakeholder
 - e) Rehearsing
15. Write short notes on:
 - a) Copy editing
 - b) Whistle blowing