

Tribhuvan University  
Institute of Science and Technology  
2081

☆

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. What is technical writing. Differentiate it with academic writing and imaginative writing.
2. You are applying for the post of software technician in Cloud International, Kathmandu. Prepare a resume and a cover letter to submit to the company.
3. Define ethics. Discuss the benefits of ethical decisions with examples.
4. Discuss the key principles of document design, including layout, typography, color schemes, and visual hierarchy. Additionally, explain how various types of graphics, such as charts, diagrams, and infographics, can enhance comprehension and engagement for technical readers.

**Section B**

Attempt any **TEN** Questions.

(10×5=50)

5. What is collaborative writing? Point out the advantages and disadvantages of collaborative writing.
6. How do you analyze target audience in technical writing? Differentiate secondary audience from primary audience.
7. What is plagiarism? Why should we remain honest on borrowing other's idea?
8. Make a mind mapping diagram for the essay topic "Software Industry in Nepal: A New Area of Export."
9. Suppose you are the Managing Director of a Computer Distributor in Nepalgunj. Write an e-mail to Loyal Computers, New Road, Kathmandu for the distribution of Lenovo laptop.
10. Compare and contrast solicited and unsolicited employment letters with examples.
11. What is a Gantt chart? Make a Gantt chart of your assignment schedule.
12. Differentiate wikis from blogs.
13. You are a professional researcher. One of the restaurants has requested you to do some research and give a report about its decreasing sales rate. Write a recommendation and submit it to the restaurant owner.
14. Write a letter to the Minister of Education, the government of Nepal explaining why computer education should be made compulsory from class one.
15. What are different kinds of presentations? How is a Flipboard presentation different from a PowerPoint presentation?
16. Write short notes on:
  - a. Role of Graphic Aids
  - b. Copy Editing