

Tribhuvan University
Institute of Science and Technology
2082
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Bachelor Level / Third Year/ Sixth Semester/ Science
Computer Science and Information Technology (CSC368)
(Technical Writing)
(OLD 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.
All figures in the margin indicate full marks.

Section A

Long Answer Questions.

Attempt any THREE questions.

[3×10=30]

1. What is a proposal? Explain the structure of formal and informal proposals with examples. Draft a short informal proposal for improving digital security in the college computer lab.
2. Discuss the writing process in technical communication. Illustrate how planning and revision improve the final document.
3. Write a detailed user manual section (at least two pages worth of content) for a newly installed Learning Management System (LMS). Include purpose, steps, warnings, and troubleshooting.
4. Explain the functions of graphics in technical writing. Evaluate the effectiveness of three types of visuals: tables, charts, and diagrams.

Section B

Short Answer Questions

Attempt any TEN questions.

[10×5=50]

5. What is plagiarism? Suggest practical strategies students can use to avoid it.
6. Write a memo informing all department heads about the migration to a new cloud-based storage system.
7. Define and explain the components of a recommendation report.
8. Write an email to a software vendor requesting maintenance support for network issues.
9. Prepare a brief informational report on 'Digital Literacy Level of Undergraduate Students'.
10. Discuss the role of ethics in online communication.
11. Write short notes on: (a) APA Documentation (b) Presentation Slides Design.
12. Explain the difference between proofreading and editing.
13. Draft a flowchart for an online book-borrowing system.
14. Describe the significance of purpose and scope in planning technical documents.
15. Highlight the major features of a standard technical résumé.