

(Time: 2 $\frac{1}{2}$ hours)

[Total Marks: 60]

- N. B.: (1) All questions are compulsory.
(2) Make suitable assumptions wherever necessary and state the assumptions made.
(3) Answers to the same question must be written together.
(4) Numbers to the right indicate marks.
(5) Draw neat labeled diagrams wherever necessary.
(6) Use of Non-programmable calculator is allowed.

1. Attempt any two of the following: 12
- Define the term "Technical Communication" and also explain various characteristics of technical communication.
 - List and explain the various characteristics of Measures of Excellence in distinguish excellent technical documents.
 - What do you mean by Planning for writing project? Explain in detail.
 - What are the ethical and legal issues related to social media in technical communication? Explain in brief.
2. Attempt any two of the following: 12
- Explain in brief about Blog post, White paper, and podcasts.
 - Explain six principles for structuring effective sentences in technical documents.
 - Explains how to create effective paragraph lists and sentence lists?
 - What is information? Why we need top organized information? Explain in brief.
3. Attempt any two of the following: 12
- What do you mean by "Literature Review"? Explain in brief.
 - Explain various benefits of graphics with respect to technical communication in brief.
 - Write short notes on conducting secondary research.
 - What are the guidelines to conduct the interview? Explain in detail.
4. Attempt any two of the following: 12
- What is Executive summary? Explain Executive summary checklist.
 - Explain in detail about writing directives with example.
 - How you can improve the usability of documents and websites? Explain with proper diagram.
 - Define term innovation and also give explain different types of innovation.
5. Attempt any two of the following: 12
- What are the criteria to be followed for a patent to benefit from legal protection?
 - What is Research and Development? Explain in detail.
 - Explain different forms of external Research and Development in detail.
 - How we can acquire external technology in R&D? Explain in detail.