

TRIBHUVAN UNIVERSITY
INSTITUTE OF ENGINEERING
Examination Control Division
2082 Kartik

Exam.	Back (New Course)		
Level	BE	Full Marks	60
Programme	BEI, BCT, BGE, BCH	Pass Marks	24
Year / Part	II / I	Time	3 hrs

Subject: - Communication English (ENSH 204)

- ✓ Candidates are required to give their answers in their own words as far as practicable.
- ✓ Attempt All questions
- ✓ The figures in the margin indicate Full Marks.
- ✓ Assume suitable data if necessary.



1. Answer of the following questions. (Any One) [1×5]
 - a) Define technical communication, and mention its scope for engineers.
 - b) What is plagiarism? Find out the difference between paraphrasing plagiarism and patchwork plagiarism.
2. Answer of the following questions. (Any Two) (Question no. c is compulsory.) [2×5]
 - a) Write bias-free words of the following:
Career girl, mailman, freshman, front man, working woman, brotherhood, manhood, masterplan, motherly, workmanship,
 - b) What are the tips to make any writing coherent and concise? Does avoiding redundancy lead to concise writing?..
 - c) Following the instructions, rewrite the sentences given below correctly.
 - i) He is here,.....is fortunate. (Use pronoun.)
 - ii) I played with the same bat.....you did. (Use pronoun.)
 - iii) More than one player (be) playing outside at present.
 - iv) He is one of the best leaders who (have) served the nation perfectly.
 - v) They were petrified, so (speak), on hearing this news.
 - vi) I had rather (take) this than that.
 - vii) He asked why I came. (Change into simple sentence.)
 - viii) During Queen Victoria's reign, there were many wars. (Change into complex sentence)
 - ix) She is working hard with a view to win this competition. (Edit the sentence.)
 - x) This is the same woman who attended the party last week. (Edit the sentence.)
3. Answer the following questions: (Question no. a and b are compulsory.) [7+7+6]
 - a) Every year a huge number of Nepalese lose their lives in road accidents. To minimize the loss of the lives you want to do a study. Write a brief proposal to an organization incorporating title page, abstract and introduction parts.
 - b) As a Personnel Manager of Dynamics Tools Manufacturing Co. Ltd, Teku, Kathmandu, you have been deputed to investigate the causes of frequent strikes in the company's factory at Ring Road and to suggest preventive measures. Write only cover page, preface, and recommendations parts of your report.
 - c) Prepare a report of a case study of a cybersecurity breach and its consequences. Write abstract, finding and discussion parts only.

OR

Prepare a reference page of the given information in MLA style of citation:

- a) Title of the book: The Art of Storytelling

Author: Mary Smith

Publisher: Creative Press

Year of Publication: 2021

Location of publisher: New York

- b) Identify the errors in the following APA-style reference entry and rewrite it correctly:

Smith, J. (2020). "Exploring the Wonders of Nature": A Study on Wildlife Conservation.

Nature Research Journal, vol. 15, no. 4, pp. 45-60. doi:10/5432/nrj.2020.15.4.

4. Answer of the following questions. (Any Two)

[2×5]

- a) Write a job application for the post of an IT Officer in XYZ Software Company, located at New Baneshwor, Kathmandu. Also, create your resume to be attached with the application.

OR

Suppose that you are the administrative officer. Write a memo to all the staff members, informing them that the office will remain closed on coming Friday due to national conference of all the administrative staff.

- b) You are the project leader for a team of 25 members. As the team members are not submitting the weekly time sheets regularly, write an e-mail to them stressing the need to submit without fail.
- c) Your college is organizing a one-day workshop on "Agricultural Entrepreneurship and Youth Employment". Write a press release, inviting the local media to cover the event.

OR

A reputed software company located in Kathmandu wants to purchase some IT equipment. For this, make a tender call.

5. Answer the following questions:

[2×5]

- a) What do you mean by non-verbal communication? Describe its elements in brief.
- b) What is group discussion? Describe, in brief, the techniques for participating effectively in a group discussion.

6. Answer of the following questions. (Any One)

[1×5]

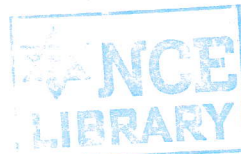
- a) Create a bar graph to show the work schedule of any proposed work.
- b) Discuss the importance of visual aids in technical communication.

TRIBHUVAN UNIVERSITY
INSTITUTE OF ENGINEERING
Examination Control Division
2081 Chaitra

Exam.	Regular (New Course)		
Level	BE	Full Marks	60
Programme	BEI, BCT, BGE, BCH	Pass Marks	24
Year / Part	II / I	Time	3 hrs.

Subject: - Communication English (ENSH 204)

- ✓ Candidates are required to give their answers in their own words as far as practicable.
- ✓ Attempt **All** questions.
- ✓ The figures in the margin indicate **Full Marks**.
- ✓ Assume suitable data if necessary.



1. Answer of the following questions. (Any One) [1×5]
 - a) Describe the nature of technical communication.
 - b) Mention core ethics of engineering.
2. Answer of the following questions. (Any Two) (Question no. c is compulsory). [2×5]
 - a) Write bias-free words of the following:
Waitress, foreman, alumni, faculty wife, Frenchmen, rise of man, mastermind (noun), ladylike, be his own boss, gentleman's agreement
 - b) What are the principles of effective technical writing? Describe each.
 - c) Following the instructions, rewrite the sentences given below correctly.
 - i) He and I must arrange.....books. (Use pronoun.)
 - ii) Neither he nor his wife took.....purse. (Use pronoun.)
 - iii) None of the candidates (have) come.
 - iv) He is one of the best leaders who (have) served the nation perfectly.
 - v) Your windows need (clean).
 - vi) I can't understand her (behave) like that.
 - vii) He asked why I came. (Change into simple sentence.)
 - viii) Once upon a time a man owned a hen which laid a golden egg every day.
(Change into compound sentence)
 - ix) She is working hard with a view to win this competition. (Edit the sentence.)
 - x) There are no less than thirty students in this class. (Edit the sentence.)
3. Answer the following questions: (Question no.(a) and (b) are compulsory). [7+7+6]
 - a) Prepare a proposal for construction of a public library building in your local town to be submitted to the Mayor of the concerned municipality. Show only the title page, abstract and cost estimate sections of the proposal.
 - b) Prepare the title page, introduction, and conclusions of the report entitled "Artificial Intelligence in Education: Opportunities and Ethical Challenges".
 - c) Prepare a report of a case study of a cybersecurity breach and its consequences. Write abstract, finding and discussion parts only.

OR

Prepare a reference page of the given information in APA style of citation:

- a) Title of the book: The Art of Writing
Author: John Smith
Publisher: Harper Collins Press
Year of Publication: 2015
Edition: 1st

- b) Article title: New Trends in Urban Development
Author's name: Doe, Jane
Name of the Newspaper: The New York Times
Date of Publication: 12 July 2024
Page Number: 9-11

4. Answer of the following questions: (Any Two) [2×5]

- a) Prepare a complaint letter to be sent to the head office of your organization's internet service provider and express your dissatisfaction of poor internet connection despite using their most premium package.

OR

As a secretary of your local social club, write a notice with four-point agenda for the third monthly meeting of the club. Base the agenda on the upcoming election of the club.

- b) You are the project leader for a team of 20 members. As the team members are not submitting the weekly time sheets regularly, write an e-mail to them stressing the need to submit without fail.
c) Suppose you are CEO of a manufacturing company. Write a press release to announce the launch of a new product.

OR

Suppose the Department of Applied Sciences and Chemical Engineering, Pulchowk Campus, wants to purchase some equipment for chemistry lab. Write an invitation for tender.

5. Answer the following questions: [2×5]

- a) Write a short note on barriers of active listening and how to overcome them.
b) Define public speaking, and list out all the key strategies that helps to deliver an effective public speech.

6. Answer of the following questions. (Any One) [1×5]

- a) Create a bar graph to show the work schedule of any proposed work.
b) Bring out the differences between the following:
i) Chart and table
ii) Bar graph and pie graph
