

TRIBHUVAN UNIVERSITY
INSTITUTE OF ENGINEERING
Examination Control Division
2083 Baishakh

Exam.	Back (New Course)		
Level	BE	Full Marks	60
Programme	BCE, BEL, BAG	Pass Marks	24
Year / Part	II / II	Time	3 hrs.

Subject: - Communication English (ENSH 251)

- ✓ 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 any one of the following questions. [1×5]

- a) What is technical communication and how does it differ from general use of language?
- b) What are some common forms of plagiarism? Why is it a key concern in professional communication? Explain.

2. Answer two of the following questions. (Question no. c is compulsory.) [2×5]

- a) Write bias-free words of the following:
forefathers, mother- tongue, brotherhood, master plan, maiden voyage, kingmaker, thinking man, king-size, no-man's land, manly
- b) What are the basic guidelines for precise writing? Describe each.
- c) Re-write the following sentences correctly by choosing the correct options or by following the instructions given in the brackets.
 - i) Neither of the girls.....(is/are) wearing a ribbon.
 - ii) In our institution, the number of students.....(is/are) increasing every year.
 - iii) He and I are selling old books. (Use pronoun)
 - iv) "Dogs are loyal. They can be great friends of humans." In the second sentence, the word 'friends' refers back to(humans/dogs)
 - v) She advised me to take medicine regularly though I may not recover. (Change into compound sentence)
 - vi) He has lost his weight, but he is not still fit for recruitment. (Change into complex sentence)
 - vii) He was tired, and he went to bed early. (change into complex sentence)
 - viii) He walked a lot, and he felt very tired. (change into simple sentence)
 - ix) "After she got married, she started writing novels." In this sentence, which of the following is the finite verb? (writing/got/ married/ started)
 - x) Which verb in the sentence: "Having finished his homework, John went to play" contains a non-finite verb? (finished/ went/having/to play)

3. Answer the following questions: [7+7+6]

- a) Prepare a report of case study on a successful business that implemented a new technology. Show only title page, abstract and cost estimate.
- b) Write a proposal for the construction of a sophisticated English Communication lab in your college. Show title page, introduction, budget estimation and recommendation.
- c) Prepare a research article on the topic of "The ecological cost of using digital platforms." Write abstract, findings and discussions parts only.

OR

- i) Prepare an APA 7th edition reference list from the given information.

Name of research: Journal of Commercial Vehicles

Article name: Automotive Electrical System in the New Millennium

Publisher: jstor

Author's name: Henry Huang, John M. Miller

Year of publication: 1999

Page no. 607-614

- ii) Define intext citation and cite the following: "Man can be destroyed, but not defeated" (Ernest Hemingway, page number. 103, 1952).

4. Answer any two of the following questions:

[2×5]

- Suppose that you are the Chairperson of a bank which plans to build a new office. Write an enquiry letter to a Construction Company, asking for the rates and terms of supply of construction materials, wages per square meter.
- Suppose your company wants to purchase some computer sets. Write an invitation for a tender notice.
- Suppose that your company has decided to merge with a reputed business company very soon. Write a press release letting your customers know about the merger and the extensive service that will be provided from a new place.

OR

Write an email to a company requesting it to sponsor your college cultural festival.

5. Answer the following question:

[2×5]

- What strategies can be used to handle questions during and after a presentation? Elaborate.
- What is active listening? Write short note on psychological and cultural barriers of active listening.

6. Answer any one of the following questions.

[1×5]

- Design an organizational chart for a company. Include different departments and hierarchy of position.
- Explain how visual aids enhance understanding during communication.

TRIBHUVAN UNIVERSITY
INSTITUTE OF ENGINEERING
Examination Control Division
2082 Bhadra

Exam.	Regular (New Course)		
Level	BE	Full Marks	60
Programme	BCE, BEL, BAG	Pass Marks	24
Year / Part	II / II	Time	3 hrs.

Subject: - Communication English (ENSH 251)

- ✓ 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 only one of the following questions. [1×5]
 - a) What is the scope of technical communication for engineers?
 - b) Plagiarism is a key concern in professional communication. Explain.
2. Answer only one of the following questions, (Question no. c is compulsory); [2×5]
 - a) Write bias-free words of the following:
Career girl, Newsmen, forefathers, mother tongue, man of letters, masterplan, maiden voyage, kingmaker, thinking man, king-size.
 - b) Describe the roles of unity and coherence in effective technical writing.
 - c) Re-write the following sentences correctly by choosing the correct options or by following the instructions given in the brackets.
 - i) Neither Ram nor the girls.....(is/are) making presentation today.
 - ii) Your hair(have) turned grey.
 - iii) The orchestra will givethe final performance tonight. (Use pronoun)
 - iv) He plays guitar every day. It keeps him mentally healthy. 'The word 'guitar' is antecedent of(him/it)
 - v) I advise you to try although you may not succeed. (Change into compound sentence)
 - vi) He has discovered new facts, but my opinion is unchanged. (Change into complex sentence)
 - vii) As soon as the manager came, the staff became alert. (change into compound sentence)
 - viii) When he kicked the dog, it barked at him. (change into simple sentence)
 - ix) The finite verb in the sentence "She wants to learn English" is(wants/to learn/learn)
 - x) Which of the following sentence contains a non-finite verb? (He walks to school/they enjoy singing in the rain)
3. Answer the following questions: [7+7+6]
 - a) Imagine that you are the chairman of a newly formed committee for writing a report on the causes of road accidents in the highways of Nepal. Prepare title page, conclusion and recommendation section of the report.
 - b) Prepare the statement of problem, objective of the study and research questions of a research proposal entitled, "Evaluating the effectiveness of public transportation systems in reducing carbon emissions".
 - c) Prepare a research article on the topic of "Finding sustainable building design and construction". Write abstract, findings and discussions parts only.

OR

- i) Prepare an APA 7th edition reference list from the given information.

Name of authors: Ramesh Sharma and Anjali Adhikari

Name of journal: Journal of Civil Engineering Research

Title of article: Soil Stabilization Using Fly Ash and Lime

Volume: 18

Issue: 4

Year of publication: 2022

Page numbers: 211-219

- ii) Prepare a parenthetical direct in-text citations of this sentence in the above journal:
"Soil strength increases with treatment" (p. 212).

4. Answer only one of the following questions. [2×5]

- a) As a purchasing officer of a reputed company, New city, write an enquiry letter to a stationery company, asking for the rates and terms of supply of pencils, exercise books and carbon paper.

OR

As a secretary of your college union, write a minute of a recently conducted fifth meeting inventing five agendas.

- b) Imagine you missed the deadline for submitting an assignment. Write an email to your professor politely requesting an extension for the submission.
- c) You are the chairperson of a construction company. Write a press release about the appointment of a new chief engineer of your company.

OR

Prepare an invitation for tender for the construction of a public toilet in your municipality.

5. Answer only one of the following question: [2×5]

- a) What are the types of non-verbal forms of communication used for effective speaking skills? Elaborate.
- b) Write short note on environmental and physical barriers of active listening.

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

- a) Design a pie chart to show the market share of different car brands in a specific region. Label each segment with brand name and percentage.
- b) Differentiate between graphs and diagrams.
