



K23P 0138

Reg. No. : .....

Name : .....

**IV Semester M.C.J. Degree (CBSS – Reg./Supple./Imp.)  
Examination, April 2023  
(2019 Admission Onwards)  
MCJ 4E 08 : TECHNICAL WRITING**

Time : 3 Hours

Max. Marks : 60

**Instruction :** Answer question I and four others. All questions carry equal marks.

- I. Write short notes on **any four** of the following.
    - 1) Readability
    - 2) Brochures
    - 3) Index
    - 4) Technical editor
    - 5) White space
    - 6) Task analysis.
  - II. Write an instructional manual for a television remote.
  - III. What are the challenges faced by a technical writer while preparing manual for a vehicle ?
  - IV. Explain the stages of technical writing.
  - V. Images and illustrations are important in technical communication. Explain with examples.
  - VI. The technical language should be clear to its readers. Comment.
  - VII. In technical writing what is a proposal ? Explain its types and preparation methods.
  - VIII. Prepare a business letter to order supplies from a supplier.
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