

TRIBHUVAN UNIVERSITY  
INSTITUTE OF ENGINEERING   
**Examination Control Division**  
**2081 Chaitra**

Exam.	Regular (New Course)		
Level	BE	Full Marks	60
Programme	BEL, 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: 1<sup>st</sup>

- 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

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