

2022

1st Semester Examination
MASTER OF LIBRARY AND
INFORMATION SCIENCE

Paper : MLI 110

Technical Writing

Full Marks : 40

Time : Two Hours

*The figures in the margin indicate full marks.
Candidates are required to give their answers
in their own words as far as practicable.*

Group - A

Answer any *four* of the following questions : $5 \times 4 = 20$

1. Distinguish between creative writing and technical writing.
What are the advantages of audio-visual communication
in comparison to written communication? 3+2
2. Discuss briefly different types of office communication.
3. What is 'Newsletter'? State different types of
'Newsletters'. 2+3
4. Discuss the role of dictionaries in technical writing. 5
5. What is 'Retraction Watch'? Name any two plagiarism
checking software. 3+2

P.T.O.

6. Describe different characteristic features of house journals.

5

Group - B

Answer any *two* of the following questions : $10 \times 2 = 20$

1. Discuss the characteristic features of the predatory publications. Define different types of plagiarism. 6+4
2. Explain the preventive measures of plagiarism. State the objectives of technical report. 8+2
3. Define different types of abstracts. Discuss different types of state-of-the-art report and their functions. 3+7
4. Define Fog Index and Flesch Formula. Find out Fog Index of the following text and interpret the result : 3+7

Prof. Sen was suffering from colon cancer since last four years. He had been administrating chemotherapy treatment regularly. But during acute sufferings, his mind was always hovering around the knowledge of eternal consciousness. He was an intense believer of God Almighty, but his God was based on utmost level of honesty and sincerity. He was a keen learner always and never let his green prying mind die. He never let the queries of his mind die. That's why sometimes it seems to me that he was an inquisitive scholar rather than a teacher. Actually, I learnt from him that only a true student or true scholar has the eligibility of becoming a good teacher. Besides, his intense meticulousness in the

works of writing and editing is a perfect example for the students and research scholars. We frequently experienced his elevated level of perfectionism during correction of any writing, may it be an article or thesis or report or course material. Whatever it may be, he always emphasized on one point that any work should remain as an immaculate model to the future generation.
