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~~SIXTH~~ SEMESTER - V

B.TECH

SUPPLEMENTARY EXAMINATION

Feb.2019

HU301 TECHNICAL COMMUNICATION

Time: 3.00 Hours

Max.Marks: 50

Note: Answer all the questions
Assume suitable missing data, if any.

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1. Write short notes on any two of the following: 10
- a) Types of report
 - b) Body language
 - c) Interview skills
2. As the sales manager of the ABC Company, draft a reply in the form of an e mail for two customers who have complained about your product. Imagine necessary details and justify your stand. 10
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3. The topic given to you in a GD is "All is not well with our technical education".
- a) Analyze the faults of our technical education system
 - b) Give recommendations and defend the points highlighted by you. 10
4. Write a resume for the post of assistant engineer in XYZ Company. 10
5. Discuss the importance of professional communication in an organization. 10

END