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DEPARTMENT

BE (E)

SUBJECT

TECHNICAL REPORT

DATE

WRITING
29-06-2020

Q1: Technical writers use design (1)

writing process?

ANS: PLAN:-

All projects need to be planned at least at some level. Whilst you don't have to go create a detailed Gantt chart for every technical writing project, it certainly helps if you answer some of the following questions before you put pen to paper.

STRUCTURE:-

A structure is the backbone of your document - the hierarchy of headings that define the logical order that it will progress. Structure is absolutely essential to successful documents, and it's something that you should develop before you start writing.

WRITE:-

Writing is where you convert your barebones table of contents and notes into a series of drafts culminating in a draft that's ready for formal review. Contrary to popular impression, writing is only about 20-30% of the process in a well-planned document - much of the effort goes into planning.

REVIEW:-

I think to think of review as the polishing stage. It's where your document gets the trial by fire, so to speak, of having other formally review it, as well as undergoing another very important task - editing and proofing.

PUBLISH:-

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Publishing can be a complicated process - or it can be extremely easy. Publication is where writers manufactures and launch the final product. This might be as straight forward as emailing an approved document to your manager, or uploading it to a content management system or intranet. On the other hand, it might involve some fairly complicated logistics.

Q2:- In research the question leads to a problem - - - - - must stay. (4)

Ans:- A research proposal describes what you will investigate, why it's important and how you will do the research. The format of a research proposal varies between fields, but most proposals should contain at least these elements.

TITLE PAGE:-

Like your dissertation or thesis, the proposal will usually have a title page that includes.

- * The proposal title of your project.
- * your name
- * your supervisor's name
- * The institution and department.

INTRODUCTION:-

The first part of your proposal is the initial pitch for your project, so make sure it succinctly explains why what you want to do and why. It should:

- * Introduce the topic
- * Give background and context.
- * Outline your problem statement and research questions.

LITERATURE REVIEW:-

It's important to show that you're familiar with the most important research on your topic. A strong literature review convinces the

reader that your project has a solid foundation in existing knowledge or theory. It also shows that you're not simply repeating what other people have already done.

In this section aim to demonstrate (6)
exactly how your project will
contribute to conversations in the
field.

* Compare and contrast what are
the main theories, methods, debates
and controversies?

* Be critical what are the strength
and weakness of different approaches?

* Show how your research fits in:
how you build on, challenge or synthesize
the work of others?

Research design and methods:-

Following the literature review.

it's a good idea to restate your
main objectives bringing the focus back
to your own project. The research
design or methodology section should
describe the overall approach and practical
steps you will take to answer your research question.

Q3:- Assume that your ----- (7)

----- channel.

Ans:- The general concept of feasibility is associated with projects of all kinds and specifically bound to an engineering approach to project development. Whatever a project of any kind is to be carried out systematically, through careful consideration and - whatever possible - measurement of the parameters involved, a feasibility study becomes an integral part of the project work. In the field of software development, due mainly to ~~measure~~ conceptual difficulties in identifying the right parameters to measure, this engineering approach has been slow to take hold. Web development as a related sub-field has suffered from the same problems.

Recommendation Reports and Feasibility Studies (8)

Studies:-

Long reports, such as Feasibility and Recommendation Reports, are more often the final step in a series of documents, often beginning with a proposal and perhaps a series of progressive Reports. The reports in this rather loosely defined category are various called feasibility reports, recommendation reports, evaluation reports, assessment report etc. They all do roughly the same thing - provide a careful study of a situation or problem, and often recommend what should be done to improve the situation. There are some difference among these types and name for them can vary.

FEASIBILITY REPORTS:-

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A feasibility report studies a situation and a plan for doing something about it and then determines whether that plan is whether it is practical in term of current technology economics time frame. social need and preferences and so on. The feasibility report answers the questions "should we implement Plan X?" by stating "yes" "no" or sometimes a "maybe" or "under certain conditions" Not only does it indicate whether the idea is feasible. it also provides the data and the reasoning behind the determination; conversely, it might outline the reasons why the idea cannot or should not be implemented or what obstacles must be overcome before the idea can become feasible. Typical questions addressed in their reports include

Q4:- The report is --- formal report. (10)

ANS:- TYPES OF REPORT:-

* ANNUAL REPORTS:-

An annual report is a comprehensive report on a company's activities throughout the preceding year. Annual reports are intended to give shareholders and other interested people information about the company's activities and financial performance. They may be considered as grey literature.

* ~~ANNUAL REPORTS~~ ~~REPORTS~~

BOOK REPORT:-

A book report is an essay discussing the content of a book written as part of a class assignment issued to students in schools, particularly at the elementary school level. There is a difference between a book report and a book review.

A report includes a larger outline, and a review. A report includes a larger

outline, and a review stays on (ii)
the topic of the book.

CREDIT REPORT:-

A credit Report ^{history} is a record of borrower's responsibility repayment of debts. A credit report is a record of the borrow's credit history from a number of sources, including banks, credit card companies, collection agencies, and governments.

EXPENSE REPORT:-

An expense report is a form of document that contains all the expenses that an individual has incurred as a result of the business operation.

* REPORT CARD:-

A report card or just report in British English communicates a student's performance academically. In most places the report card is issued by the school to the student or the student's parents once to four times yearly.

* INVESTIGATION REPORT:-

An investigation report is a document written to inform a concerned party about a certain incident that has occurred and the actions that might be taken regarding the situation.

General case information who reports, case number, and important dates.

TECHNICAL REPORT:-

A technical report is a document that describes process, progress, or results of technical or scientific research or the state of a technical or scientific research problem.

Q5:- It is considered - - - - - (13)
- - - - - author.

ANS:- Crime fiction detective story, murder mystery / mystery novel, and police novel:
These terms all describe narratives that centre on criminal acts and especially on the investigation, either by an amateur or a professional detective, of a serious crime, generally a murder. It is usually distinguished from mainstream fiction and other genres such as historical fiction or science fiction, but the boundaries are indistinct. Crime fiction has multiple sub-genres; including detective fiction courtroom drama, hard-boiled fiction and legal thrillers. Most crime drama focuses on crime investigation and does not feature the courtroom. Suspense and mystery are key elements that are nearly ubiquitous to the genre.

INTELLECTUAL PROPERTY:-

(14)

Intellectual property (IP) is a category of property that includes intangible creations of the human intellect. There

are many types of intellectual property, and some countries recognize more than others. The most well-known types are copyrights, patent, trademarks, and trade secrets.

Early precursors to some types of intellectual property existed in societies such as

Ancient Rome, but the modern concept of intellectual property developed in England in the 17th and 18th centuries. The term "intellectual property" began to be used in the 19th century, though it was not until the late 20th century that intellectual property became commonplace in the majority of the world's legal systems.

(15)

These exclusive rights allow owners of intellectual property to benefit from the property they have created providing a financial incentive for the creation of an investment in intellectual property, and in case of patents, pay associated research and development costs.

In the United States Article 1, Section 8 clauses 8 of the Constitution, commonly called the Patent and copyright clauses reads "The Congress shall have power" To promote the progress of science and useful arts, by securing for limited times to authors and inventors the exclusive right to their respective writings and discoveries.