



VIT

Vellore Institute of Technology

REG.NO.: 258CE0784

SLOT: B1+TB1

SCHOOL OF COMPUTER SCIENCE AND ENGINEERING
CONTINUOUS ASSESSMENT TEST - I
WINTER SEMESTER 2025-2026

Programme Name & Branch
Course Code and Course Name
Faculty Name(s)

B.Tech.

BAENG101 – Technical English Communication
Yadamala Sreenivasulu; Laxmi Dhar Dwivedi; Sangeeta Mukherjee; Anitha Devi V; Prasanth Kumar N S; Mathumathy S; Suganthan C; Sreejith Varma R; Vidhya B; Denish Raja Durai K; Sankar G; Jaishree Jakrishnan; Evangeline Priscilla B; THENMOZHI M; Senguttuvan M; Soumen Mukherjee; Mary Jennifer J.; Raju R.L.N; Anburaj G; Dwija Bai A K; Sushant Kishore; Meera B;

Class Number(s)

VL2025260500503; VL2025260500480; VL2025260500552; VL2025260500478; VL2025260500483; VL2025260500550; VL2025260500556; VL2025260500562; VL2025260500515; VL2025260500572; VL2025260500568; VL2025260500580; VL2025260500581; VL2025260500509; VL2025260500507

Date of Examination

: 28/01 / 2026

Exam Duration

: 90 minutes

Maximum Marks: 50

General instruction(s):

- Answer All Questions
 - M - Max mark; CO – Course Outcome; BL – Blooms Taxonomy Level (1 – Remember, 2 – Understand, 3 – Apply, 4 – Analyse, 5 – Evaluate, 6 – Create)
 - Course Outcomes (Type the CO statements covered in this question paper. Use the CO number as per the syllabus copy)
- CO2: Identify the basic concepts related to various aspects of communication.
CO3: Apply grammatical rules in academic and real-life contexts.
CO4: Demonstrate analytical reading skills in terms of deciphering research articles.

Q. No	Question	Module	Marks	CO	BL
1	Explain the Taxonomy of Technical Communication by classifying technical/professional communication into any FIVE meaningful categories. For each category, provide (i) a brief definition and (ii) one workplace example.	1	10	CO 2	BL 2
2	Read the situation and answer the questions. A student coordinator sends the following message in the class WhatsApp group one day before the CAT-1: "Tomorrow CAT-1. All must come. Bring ID, file, and other things. Reporting time 9. If late, not allowed. Also, seating will be changed. Don't ask me again. Follow strictly." After this message, many students respond with confusion and anxiety. Some students also feel the tone is rude and threatening. (a) Analyse the message using the 5Cs of Communication. Identify any five problems (one from each "C") and briefly explain how each problem affects communication. (b) Rewrite the same message as a clear, complete, correct, concise, and courteous communication suitable for official student communication.	1	10	CO 2	BL 3



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3.	(a) The paragraph below contains FIVE concord errors. Identify and correct them. During the pilot phase, the set of calibration readings for the sensor were recorded in a logbook. Each of the tables in the appendix contain the units and tolerances used for testing. Neither the instructor nor the assistants checks the values unless a mismatch appears. A series of stress tests are required before the SOP is approved. The results of the pilot study, along with the revised SOP, indicates whether the process is reliable.	2	5	CO 3	BL 2
	(b) Complete the sentence by writing a suitable conditional clause. 1. If you revise the key concepts tonight, you _____. (score) 2. If the internet goes down during the exam, the invigilator _____. (inform) 3. If the team started the report earlier, they _____. (finish) 4. If I had checked the sources before submission, I _____. (avoid) 5. If water reaches 100°C, it _____. (boil)	2	5		
4.	Read the passage carefully and answer the using complete sentences. In workplaces, technical writing is often mistaken as 'formal English'. In reality, it is a practical tool for decision-making. A clear report helps a reader act: approve a budget, repair a machine, or follow a safety procedure. Because decisions rely on it, technical writing must be accurate and verifiable. Writers should avoid vague claims such as 'the system works well' and instead describe measurable evidence, constraints, and conditions. Another key idea is audience focus. A maintenance technician needs step-by-step instructions and warnings, while a project manager needs a brief summary, milestones, and risks. When writers ignore the audience, they either overload the reader with details or leave out crucial context. Good technical documents balance completeness with conciseness. Finally, ethical writing means ownership. Tools, templates, or AI can support drafting, but responsibility remains with the writer. Before submitting, the writer must verify figures, check that sources are real, and ensure the final text matches the actual task and data. Reliability, not length, is what makes technical communication professional.	3	10		
		3	5	CO 4	BL 3
5.	Write definitions in ONE or TWO sentences each (use your own words). 1) Textbook 2) Citation 3) Plagiarism 4) Summary 5) Evidence	3	10	CO 4	BL 3