

CONFIDENTIAL



UNIVERSITI TUN HUSSEIN ONN MALAYSIA

**FINAL EXAMINATION
SEMESTER II
SESSION 2011/2012**

COURSE NAME : TECHNICAL COMMUNICATION 1

COURSE CODE : UWB 10402/ UMB 1112

PROGRAMME : 1 DAA/DAC/DAE/DAI/DAM/DAT/DDT

EXAMINATION DATE : MARCH 2012

DURATION : 2 HOURS

**INSTRUCTIONS : A)ANSWER ALL QUESTIONS IN PART A
AND ONE QUESTION IN PART B**

**B)ANSWER ALL QUESTIONS IN THE
ANSWER BOOKLET PROVIDED**

THIS QUESTION PAPER CONSISTS OF SIX (6) PAGES

CONFIDENTIAL

PART A

Q1 Write a formal definition for each of the following in **not more** than 20 words:

- (a) Clock
- (b) Fast food restaurant
- (c) Refrigerator
- (d) Dengue
- (e) Drought

(10 marks)

Q2 Read and analyse the three situations below. Name the reports to be written.

(a) SITUATION 1

Pn Normah was in the computer room when a worker who was cleaning the room accidentally toppled a pail of water over ten computers and they were damaged. It caused power failure. The higher authority of the university wanted to know what actually happened.

(2 marks)

(b) SITUATION 2

A group of UTHM students visited a bread factory over the weekend. They were given a chance to take a tour to see how breads are made.

(2 marks)

(c) SITUATION 3

Dr Ismail is doing a research on the attentiveness of security guards during different times of the day and year. His supervisor wishes to know his research development.

(2 marks)

(d) SITUATION 4

Puan Faridah intends to investigate the effectiveness of language laboratories for engineering diploma students in UTHM. She wants to secure funds and seek approval from the Dean.

(2 marks)

Q3 You intend to administer a questionnaire as part of your survey to obtain data on UTHM community preferences towards types of food sold in the cafe. The survey questions must reveal the preferences of the community as well as their satisfaction and suggestions. Write **two (2) questions for each of the following types**. Remember **NOT** to include personal information questions such as age or gender.

- (a) Closed question
- (b) Open- ended question
- (c) Scale question

(12 marks)

Q4 Figure 1 depicts a hairdryer. Write a technical description of the object and include physical and functional aspects in the description. You must use all the information given and may add other relevant information. Your description must not be more than 250 words.

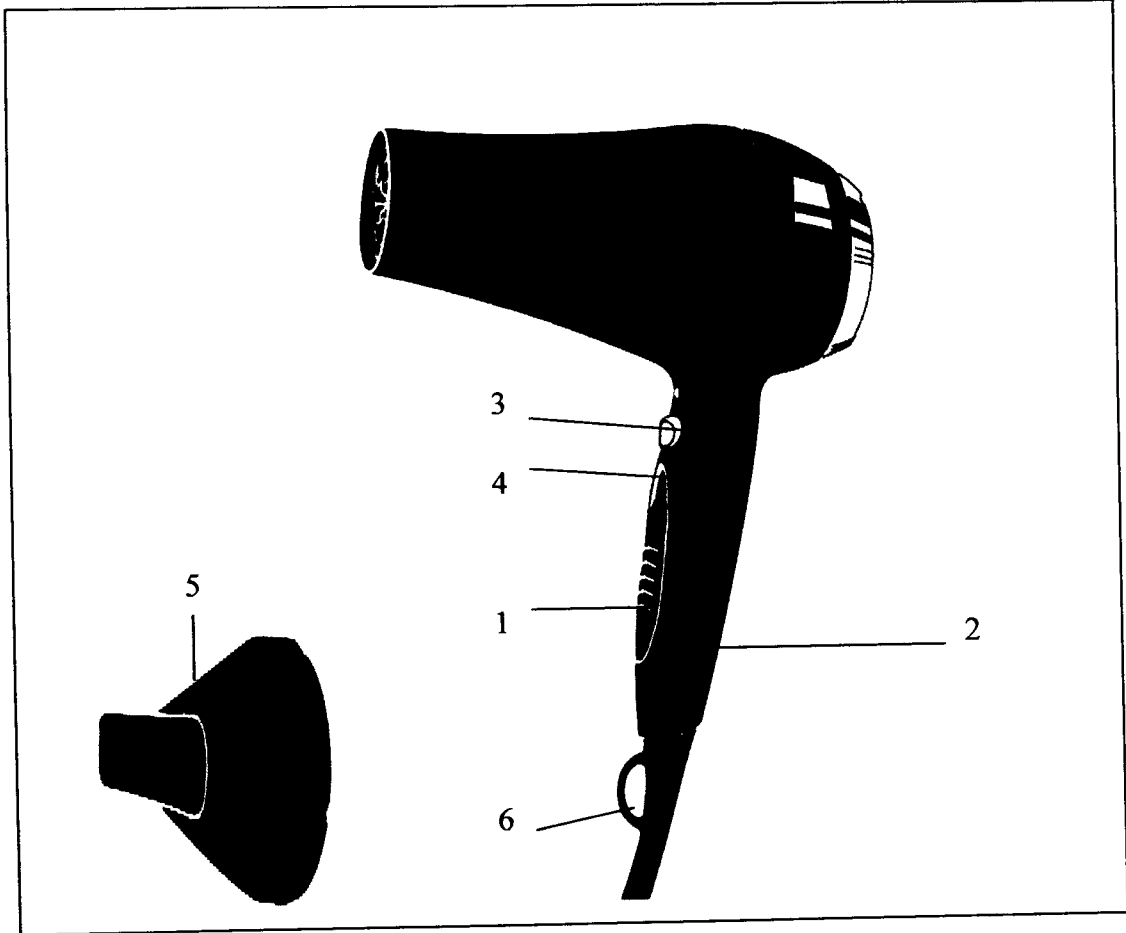


Figure 1: Hairdryer

1- Heat setting switch

4- Cool shot button

2- Speed setting switch

5- Concentrator nozzle

3- On/off light

6- Hanging loop

(30 marks)

PART B

Q5 Write a field trip report based on the itinerary given below.

You should include all the points given and you may add any relevant details.

A DAY TRIP TO POLYTECHNIC MERLIMAU. MELAKA

Date : 15 Feb 2012
 Time : 10.00 a.m. – 1.00 p.m.
 Location : Polytechnic Merlimau, Melaka
 Participants : 25 students and 4 lecturers from UTHM, Johor

9.30 a.m.	ARRIVAL Participants are directed to the selected areas around the college.
10.00 a.m.– 12.30 p.m.	VISIT TO COMPUTER LABS AND THE LIBRARY
12.30pm	LUNCH
1.00pm	END OF TOUR Wrap-up and photography session.

(40 marks)

Q6 You are the president of the English Language Club in your residential college. You plan a debate competition to encourage and motivate students to speak English confidently. Write a proposal to the club advisor using the following format.

- (a) Problem Definition
- (b) Objectives and benefits
- (c) Proposed Solution
- (d) Programme and resources
- (e) Costs

(40 marks)