



NATIONAL OPEN UNIVERSITY OF NIGERIA
PLOT 91, CADASTRAL ZONE, NNAMDI AZIKIWE EXPRESSWAY, JABI-ABUJA
FACULTY OF COMPUTING
DEPARTMENT OF COMPUTER SCIENCE
2025_2 EXAMINATIONS

COURSE CODE: CIT 802

COURSE TITLE: Technical Report Writing

TIME ALLOWED: 3Hours

INSTRUCTION: Answer Question ONE (1) and any other THREE (3) Questions

QUESTION 1

- a) Explain technical proposal and technical brief types of technical report. (4 marks)
- b) List the five (5) objectives of a technical report. (10 marks)
- c) Define graphs and list the basic rules in determining a preferable graph. (4 marks)
- d) List any four (4) sources of material in science and technology. (4 marks)
- e) Describe the term “cartographers”. (3 marks)

QUESTION 2

- a) List and explanation the five (5) types of technical report classified by contents. (10 marks)
- b) Outline the five (5) areas where consistency should be presented in a technical report. (5 marks)

QUESTION 3

- a) Briefly describe the composition of the main body of a technical report. (3 marks)
- b) Mention the two classes of potential readers. (4 marks)
- c) Explain the following characteristics of technical report writing. (8 marks)
 - i. Persuasiveness
 - ii. Technical Accuracy
 - iii. Conciseness
 - iv. Interest

QUESTION 4

- a) Differentiate between primary and secondary sources of materials and list 4 examples each. (9 marks)
- b) State any 3 objectives the recommendation of a technical report should strive to achieve. (3 marks)
- c) When is it most appropriate to illustrate data with a graph in a scientific report. (3 marks)

QUESTION 5

- a) Identify two main ingredients contained in the findings section of a technical report. (3 marks)
- b) List and describe 4 components of the preliminary part of a technical report. (12 marks)

QUESTION 6

- a) Differentiate between the ‘*technical proposal*’ and the ‘*technical brief*’. (3 marks)
- b) What is the purpose of ‘Discussion’ in research? (3 marks)
- c) What is the difference between ‘References’ and ‘Bibliography’? (3 marks)
- d) Write short note on ‘Methods of Data Collection’. (3 marks)
- e) Before writing a technical report, what are the three questions that will come into your mind? (3 marks)