

**UNIVERSITY OF PETROLEUM
AND ENERGY STUDIES**



End Semester Examination, October 2017

Program: B. Plan

Subject (Course): Technical Report Writing And Research Methodology

Course Code : BP1C5

No. of page/s: 2

Semester – I
Max. Marks : 100
Duration : 3 Hrs

Section A: Answer ALL Questions. (15 X 4 Marks = 60 Marks)

1. Differentiate between Primary & Secondary source of data.
2. What is the full form of APA?
3. What is the meaning of ‘Citation’?
4. What is the difference between References and Bibliography?
5. What is a Literature Review?
6. What is the meaning of ‘Letter of Transmittal’?
7. Draw the 7 step in High Formality Vs Low Formality Report structure.
8. Elaborate the SPIN technique in developing a proposal.
9. What is the full form of DOI in an online article?
10. Give an example of
 - 10.1. “Paraphrasing with Author as Narrative”
 - 10.2. “Direct Quote with Parenthetical” Citations?
11. What is a collaborative report?
12. What are periodic reports and explain its 3 types?
13. What is a situational report?
14. Explain the difference between Solicited and Unsolicited writing.
15. Write the below jumbled information in APA format
Improving Employees’ Interpersonal -Communication Competencies: A Qualitative Study
Business Communication Quarterly Journal, Issue 4, DOI: 10.1177/1080569912458965, Vol. 75, Megan
J Fox, Raman Dua, Raul Mendoz, 466 –475, 2012

Section B: Answer Both Questions (2 X 20 Marks = 40 Marks)

16. Based on the excerpt given below, annotate the literature review and provide one Objective of the research.

There is an expanding body of research exploring the relationship between green space and health, from national level epidemiological studies (de Vries, Verheij, Groenewegen, & Spreeuwenberg, 2003; Maas, Verheij, Groenewegen, de Vries, & Spreeuwenberg, 2006; Mitchell & Popham, 2007, 2008; van den Berg, Maas, Verheij, & Groenewegen, 2010) to very localised case studies (Grahn, Ivarsson, Stigsdotter, & Bengtsson, 2010) and experimental studies (Hartig, Evans, Jamner, Davies, & Gärling, 2003; Hartig, Mang, & Evans, 1991; Park et al., 2007; Park, Tsunetsugu, Kasetani, Kagawa, & Miyazaki, 2010; van den Berg & Custers, 2011; van den Berg, Koole, & van der Wulp, 2003). There is evidence for a positive relationship between access to green or natural environments and people's perceived overall general health (de Vries et al., 2003; Maas et al., 2006), mental health (Grahn & Stigsdotter, 2003; Hartig et al., 2003; Maas, Verheij, et al., 2009; Ottosson & Grahn, 2005), longevity (Takano, Nakamura, & Watanabe, 2002), physical health (Coombes, Jones, & Hillsdon, 2010; Humpel, Owen, & Leslie, 2002) and social health (de Vries, 2010; Kim & Kaplan, 2004; Kweon, Sullivan, & Wiley, 1998; Maas, van Dillen, Verheij, & Groenewegen, 2009; Sullivan, Kuo, & Depooter, 2004). From epidemiological studies based in urban settings, these relationships appear to be stronger among deprived populations (Mitchell & Popham, 2008). The evidence is particularly strong for positive associations between experience of natural environments and mental health. It appears that contact with natural environments promotes psychological restoration (Kaplan & Kaplan, 1989), improved mood (Barton & Pretty, 2010; Hartig et al., 2003; Roe & Aspinall, 2011), improved attention (Hartig et al., 2003; Ottosson & Grahn, 2005) and reduced stress and anxiety (Grahn & Stigsdotter, 2003; Hartig et al., 2003; Maas, Verheij, et al., 2009; Ulrich et al., 1991). Within deprived social housing communities in Chicago, research has consistently shown the benefit of green space both to cognitive restoration (Faber Taylor, Kuo, & Sullivan, 2002; Kuo, 2001), self-discipline (Faber Taylor et al., 2002), reduced aggression (Kuo & Sullivan, 2001a) and reduced crime (Kuo & Sullivan, 2001b).

17. Elaborate the parts of a report. You may base your answer to the research topic / area as was provided to you by your faculty.

END OF PAPER