

### 3.3 Writing Definition

A single line definition only specifies clearly and distinctly the basic nature and function of an object and which class belong to them.

An extended definition includes the formal definition of the object and more information.

#### Example:

##### 1. Pollution

It is the process of making something unclean, dirty, impure and contaminated. Pollution takes place normally through changes in energy patterns, radiation levels, chemical and physical constitutions.

##### 2. Satellite

A satellite is an artificial body orbiting the earth or another planet in order to collect information or for communication.

##### 3. Modem

A modem is a device that enables a computer to transmit data over telephone or cable lines.

##### 4. Capacitor

A capacitor is a device used to store an electric charge consisting of one or more pairs of conductors separated by an insulator.

##### 5. Library

A library is a building or room that contains a collection of books, periodicals and sometimes films and recorded music for use or borrowing by the public or the members of an institution.

##### 6. Computer

It is an electronic machine that can store, organize and find information and do calculations.

##### 7. Robot

It is a machine designed to execute our or more tasks repeatedly with speed and

precision.

**8. Thermometer**

An instrument used for measuring the temperature of the air or a person's body.

**9. Scientist**

A person who studies one or more of the natural sciences.

**10. Battery**

A device containing one or more electrical cells, that is used as a source of power.'

**11. Mobile phone**

A Telephone that does not have wires and works by radio/ that can be carried anywhere.

**12. Microscope**

An instrument with lenses for making very small object appear larger so that they can be examined closely.

**13. Bluetooth-**

A radio technology that makes it possible for mobile phones and computers to be linked over short distances.

**14. Printer**

A machine for printing especially one attached to a computer , word processor, etc.

**15. A sensor**

A device that detects the presence of light , heat, humidity, etc.

**16. A Radar**

An equipment used to detect the presence, positions, or movement of solid objects within its range by sending out short radio waves which reflects

**17. Calculator**

A small electronic device for making mathematical calculations.

**18. A Flowchart**

A diagrammatic representation of the steps involved in a process in a sequence.

### 19. An Auditorium

A place where various events and functions are held.

### 20. A Chip

A very small piece of material that is a semiconductor used to carry a complicated electronic circuit.

#### Exercise:

1. Electro Cardiogram
2. Telescope
3. Catalyst
4. Thermostat
5. Barometer

#### INSTRUCTIONS

**Explanation:** Instruction is an important in technical writing. It should be clear, precise and understandable.

**Note:** Imperative form should begin with Verb' or 'Don't'

#### I. Instruction to be followed in a nuclear power plant station

1. Wear special shoes and dress
2. Wear direct laser deposition badge for monitoring
3. Avoid loitering in front of the power channels
4. Come out of radiation zone as soon as work is over
5. Establish at least one control station to control fire
6. Shield the power plant with radiation proof materials
7. Fix auto shut down in case of emergency
8. Adopt proper and safe radioactive waste disposal

## **II. Instructions to save water**

1. Encourage rain water harvesting
2. Turn off the tap after using
3. Maintain the pipes and taps periodically
4. Construct dams to store water
5. Divert the waste water to gardens
6. Use paper plates and napkins in hotels
7. Recycle the waste water
8. Create awareness among the public

## **III. Instruction that are to be followed by students in college library:**

1. Apply for library token for borrowing books
2. Keep the book safe
3. Read the newspaper in the newspaper section
4. Refer the book in the reference section
5. Refer the journals for the latest information
6. Take photocopies of the university question papers to prepare for the examination.
7. Contact the librarian for any help.
8. Maintain absolute silence in the library.

## **IV. Instructions for safety while using welding equipments:**

1. Clean the ends of the metal articles.
2. Leave no dirt on them.
3. Heat the ends to a white heat.
4. Wear goggles while welding.
5. Apply a flux to the weld.
6. Press the surfaces together.
7. Allow experts to do critical welding.
8. Maintain a distance from the welding material.

**V. Instructions to be followed by a student while writing an examination:**

1. Occupy the seat before fifteen minutes.
2. Check whether the hall ticket and the identity card are taken.
3. Write the register number and other particulars on receiving the answer booklet
4. Start answering the familiar questions on receiving the question papers
5. Adjust the time for answering all the questions.
6. Underline the important points using a pencil.
7. Draw the diagram neatly.
8. Don't write anything on the question paper.

**Exercise:**

1. Write set of eight Instructions to be followed in English communication lab.
2. Write set of eight Instructions to maintain a computer.
3. Write set of eight Instructions to avoid pollution.

