

ACADEMIC YEAR 2023 – 2024

| Program | Year | Semester | Paper |
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| ME | 2 | 2 | MIDTERM |

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| MODULE NAME: | TECHNICAL WRITING |
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| MODULE CODE: | MENG-III | EXAM DATE: | 25/03/2024 |
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| TEACHERS NAME: | MARTIN | DURATION: | 1.5 hrs. |
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| Questions to be answered on: | Allowed requirements | Number of pages |
|--------------------------------------|----------------------|-----------------|
| Space provided on the question paper | Pen | 6 |

Points of Attention:

- For each question, the maximum earned points are mentioned between brackets at the end of each question.
- Write very clearly! Answers that are not readable are not marked, and don't get points!
- Make sure your answers are written to the point.
- All answers should be written **in English**.
- Write all the answers **in blue or black pen only**.
- When finished, submit the question paper to the invigilator together with the answer scripts and the signed cover page.
- Any cheating/copying may result in an instant failing of the examination.

FINAL MARKS

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| STUDENT NAME: | |
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| STUDENT ID: | |
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| | |
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| | 30 |
| | 10 |

Number of answer scripts:

Invigilator:

Students signature:

Time of receipt:

READING

[21 Marks]

Read the text and answer the questions that follow.

Text 1: Standard Marine Communication Phrases

Introduction

As marine engineers, effective communication is crucial for safe navigation and smooth operations at sea. Using standardised phrases ensures clarity and minimises misunderstandings, whether you are communicating with fellow crew members, shore authorities, or other vessels. Standard Marine Communication Phrases help facilitate clear communication, which is crucial for safety and efficiency.

SMCPs, created by the International Maritime Organization (IMO), provide a standardised way for seafarers worldwide to communicate. These phrases cover various scenarios, from everyday navigational commands to emergencies, ensuring clarity and understanding across different languages.

SMCPs are a practical tool that goes beyond emergencies, offering a universal language for daily maritime tasks. Clear communication is vital, especially in challenging conditions or when quick navigational decisions are needed. Adhering to standard phrases minimises the risk of errors, contributing to smooth maritime operations.

The importance of SMCP extends to improving efficiency. Providing a shared language facilitates effective communication, reducing the chance of errors that could disrupt maritime tasks. Seafarers, no matter their native languages, can collaborate seamlessly, promoting a cohesive working environment.

The global nature of the maritime industry requires a shared language for effective collaboration. Using SMCPs creates a system of known phrases in one language, uniting seafarers under a common communication framework. This aids professional collaboration and establishes a sense of unity while out at sea. The following are examples of how SMCPs are used at sea.

Onboard Communication

1. **Bridge to Engine Room:** When the bridge needs to relay information to the engine room, this phrase initiates communication. For example, Bridge to Engine Room: Reduce speed to half ahead.
2. **Engine Room to Bridge:** The engine room responds to bridge requests. For instance, Engine Room to Bridge: Speed reduced to half ahead.
3. **All Clear:** Indicates that a task or operation is completed and safe. All clear on deck or All clear in the engine room.

Emergency Situations

1. **Man Overboard:** Immediate alert for a person falling into the water. Crew members should respond swiftly to rescue.
2. **Fire on Board:** Signals a fire emergency. Followed by location details, e.g., Fire in the galley.
3. **Abandon Ship:** The most critical order during a life-threatening situation. The crew must proceed to lifeboats promptly.

Navigation and Safety

1. **Vessel Approaching:** Warns of an approaching ship. Vessel approaching from starboard side.
2. **Collision Course:** Indicates potential danger. We are on a collision course with the tanker.
3. **Navigational Aids:** Refers to buoys, beacons, and lighthouses. Approaching red buoy to port.

Routine Communication

1. **ETA (Estimated Time of Arrival):** Provides an estimated arrival time. ETA at the port is 0800 hours.
2. **Berthing Instructions:** Guidance for docking. Proceed to berth 5, starboard side.
3. **Weather Update:** Reports current weather conditions. Winds calm, visibility good.

Conclusion

Mastering SMCP enhances safety, prevents accidents, and fosters efficient teamwork. Practice these phrases regularly, and soon they will become second nature (OpenAI, 2024).

Question 1. Circle the letter that answers the question correctly.

(5 marks)

1. What is the main purpose of Standard Marine Communication Phrases (SMCP)?
 - a) enhancing efficiency
 - b) ensuring safety
 - c) facilitating leisurely conversations
2. Who developed Standard Marine Communication Phrases (SMCP)?
 - a) International Maritime Organization (IMO)
 - b) United Nations (UN)
 - c) Maritime Communication Authority (MCA)
3. How do SMCPs contribute to operational efficiency?
 - a) by promoting misunderstandings
 - b) by reducing the risk of errors
 - c) by discouraging communication
4. In what scenarios are SMCPs used?
 - a) only in emergencies
 - b) only in routine navigational commands
 - c) in a wide range of scenarios, including emergencies

5. Why is the ability to convey information accurately crucial in the maritime industry?

- a) It prevents any form of communication
- b) It reduces the risk of misunderstandings and errors
- c) It complicates decision-making processes

Question 2. Write True / False or Not Given at the end of each statement.

(5 marks)

- **True: If the statement agrees with the information in the text.**
- **False: If the statement contradicts the information in the text.**
- **Not Given: If the information regarding the statement is not provided in the text.**

- 1. SMCP is not solely designed for emergency communication. _____
- 2. SMCP contributes to a global maritime community. _____
- 3. The International Maritime Organization (IMO) is not involved in developing SMCP. _____
- 4. Standardised communication reduces the efficiency of maritime operations. _____
- 5. SMCP only applies to communication within individual vessels. _____

Question 3. Circle the letter that answers the question correctly.

(5 marks)

- 1. What is the synonym for initiates, as used in the text?
 - a) finalises
 - b) commences
 - c) chooses
- 2. In the context of the text, what does vital mean?
 - a) unimportant
 - b) not needed
 - c) critical
- 3. What is the opposite of swiftly in the text?
 - a) rapidly
 - b) quickly
 - c) gradually
- 4. What does proceed mean in the phrase proceed to lifeboats?
 - a) move backwards
 - b) move forward
 - c) do not move

5 Which word is closest in meaning to fosters as used in the text?

- a) inhibits
- b) encourage
- c) discourage

Question 4. Use the text to write the correct SMCPs for each prompt.

(6 marks)

1. What SMCP would you use if the OOW wants to communicate with the engine room?

_____ .

2. What SMCP would you use to tell those onboard that they must leave?

_____ .

3. What SMCP would use you to tell seafarers that a ship is coming closer?

_____ .

4. What abbreviation do you use to tell others when you will get to a location?

_____ .

5. You see smoke and flames coming from a cargo hold. What SMCP do you use?

_____ .

6. What SMCP would you say when a job or operation is finished?

_____ .

Writing

[9 Marks]

Question 1. Write a sentence/s on the function of each of the following parts of the vessel.

Rubric

| | |
|------------|--|
| definition | The sentences accurately convey an understandable definition. (1 mark) |
| grammar | The sentences are grammatically correct. (1 mark) |
| vocabulary | The words used are appropriate for B1/B2 level learners (1 mark) |

Example: Anchor – *The anchor is a heavy iron object connected to the ship by a long heavy chain. It is dropped from the ship to provide stability when it needs to stay in one place.*

1. keel -

2. signal mast -

3. rudder -

Reference

OpenAI, 2024. ChatGPT (3.5) [Large language model]. Available at: <https://chat.openai.com> [Accessed 28 Feb. 2024].