



(Knowledge for Development)

KIBABII UNIVERSITY (KIBU)

**UNIVERSITY EXAMINATIONS
2022/2023 ACADEMIC YEAR
MAIN**

FIRST YEAR FIRST SEMESTER EXAMINATIONS

**FOR THE CERTIFICATE
IN
CRIMINOLOGY & CRIMINAL JUSTICE AND SOCIAL WORK**

COURSE CODE: CSD 002

COURSE TITLE: BASIC COMMUNICATION SKILLS

DATE: 19TH MAY 2022 TIME: 9-11 AM

INSTRUCTIONS TO CANDIDATES

Answer question one (compulsory) and any other two questions

TIME: 2 Hours

KIBU observes ZERO tolerance to examination cheating

This Paper Consists of 2 Printed Pages. Please Turn Over. ►

1. COMMUNICATION SKILLS. (30MKS)

- i. Discuss Key stages in the process of Communication. (6MKS)
- ii. Listener's willingness to listen depends on his/her listening preferences. Support this statement referring to *Walson, Barker and Weaver (1995)*. (8MKS)
- iii. With examples, differentiate the following terms (6MKS)
 - a) Skimming and Scanning
 - b) Nature and Purpose of Writing
 - c) Social and Transformational Communication
- iv. Define verbal communication and discuss its disadvantages. (5mks)
- v. State Exam anxiety and ways of handling them (7MKS)

2. LISTENING SKILLS (20MKS)

- i. Explain using examples the importance of listening in our lives. (8MKS)
- ii. Discuss how long-term Memory works. (6MKS)
- iii. Explain THREE forms of Listening. (6MKS)

3. WRITING SKILLS (20MKS)

- i. Discuss Writing Process. (12mks)
- ii. Mention and Explain types of Essays. (8MKS)

4. PRESENTATION SKILLS (20MKS)

Your area has been facing various challenges such as flood, hunger, malaria breakout among others. A Non-Governmental Organization will visit your area and the area chief has selected you to present a speech on the problems you have been facing and the effort government has made to curb the challenges.

- i. Explain how you will prepare your speech. (10MKS)
- ii. Discuss the importance of appearance on such event (10MKS)

5. READING SKILLS (20MKS)

- i. State and Explain purposes of reading. (10MKS)
- ii. Explain what effective readers need to learn and practice. (10MKS)