



[*Knowledge for Development*]

KIBABII UNIVERSITY

UNIVERSITY EXAMINATIONS

2021/2022 ACADEMIC YEAR

FIRST YEAR FIRST SEMESTER

MAIN EXAMINATION

FOR THE DEGREE OF BACHELOR OF EDUCATION (ARTS)

COURSE CODE: KUC 111

TITLE: COMMUNICATION SKILLS

DATE: 2ND SEPTEMBER, 2022

TIME: 9.00 - 11.00AM

INSTRUCTIONS TO CANDIDATES

Answer Question **ONE** and any other **TWO** Questions.

Time: 2 HOURS

This paper Consists of 3 Printed Pages. Please Turn over.

KIBU observes **ZERO** tolerance to examination cheating.

QUESTION ONE - COMPULSORY (30 MARKS)

- (a) Identify and explain four elements of communication. (8 marks)
- (b) The success of any institution depends on effective communication culture. Discuss. (6 marks)
- (c) Communication is a two way process. Explain. (4 marks)
- (d) What are some of the factors to consider when selecting an appropriate area for study? (4 marks)
- (e) The most effective way of undertaking studies is by group discussions. What factors should one consider when forming a discussion group? (3 marks)
- (f) What are the dos and don'ts during a group discussion session? (2 marks)
- (g) Write the following bibliographic information as it would appear at the end of an academic essay:
A book titled *In the House of the Interpreters: A Memoir*, written by Ngugi wa Thiong'o, published in 2012 by Anchor Books, New York City. (3 marks)

QUESTION TWO - WRITING SKILLS (20 MARKS)

You have been asked to undertake a written term paper on the topic: **Debate the major causes of post-election violence in Kenya.**

- (a) Identify the main verb guiding your response and other key words in the task. (4 marks)
- (b) Put down five points that will make up your outline of the term paper. (5 marks)
- (c) Write down both the opening and closing paragraphs of the essay. (6 marks)
- (d) Identify the topic sentence in the excerpt below and explain how it enhances the unity of the paragraph. (5 marks)

Paulo Freire is a Brazilian by origin and a well-known educator and philosopher. His method of teaching is founded on conscientization and dialogue. I have found his ideas (conscientization, dialogue, liberating education, a criticism of banking education and a criticism of the concept of extension as cultural invasion) of great help in comprehending educational practices in Kenya and in complementing the education system in Kenya and enhancing development in the country. As Nyirenda puts it, "The examination of these ideas shows that, given the existing realities in African societies today, particularly in rural areas, Freire's ideas now appear more relevant to education and development in Africa than ever before."

QUESTION THREE - SPEAKING SKILLS (20 MARKS)

As a student leader at Kibabii University you have been asked to present comrade grievances to the Higher Education Loans Board.

- (a) What prior arrangements will you make in order to deliver a good speech? (5 marks)
- (b) Explain some of the common barriers to effective public speaking. (5 marks)
- (c) Discuss the strategies of minimizing the fright that comes with speaking before crowds. (5 marks)
- (d) What is the essence appropriate dress code during a speaking assignment? (5 marks)

QUESTION FOUR - READING SKILLS (20 MARKS)

- (a) Describe the SQ3R reading formula. Include its benefits to the reader. (4 marks)
- (b) Explain briefly how you learnt to operate your latest electronic gadget. (4 marks)
- (c) How is university reading different from the lower levels of schooling? (4 marks)
- (d) Briefly describe the following: scanning, skimming, light reading extensive reading and intensive reading. (4 marks)
- (e) Identify reasons why a university scholar should be well versed in reading skills. (4 marks)