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KIBABII UNIVERSITY

MAIN CAMPUS

UNIVERSITY EXAMINATIONS

FIRST YEAR

SPECIAL/SUPPLEMENTARY EXAMINATIONS

FOR THE CERTIFICATE

OF

CRIMINOLOGY

COURSE CODE: CSD 002

COURSE TITLE: COMMUNICATIONS SKILLS

DATE: 18TH/JULY/2022 TIME: 8AM-10AM

INSTRUCTIONS TO CANDIDATES

Answer question one (compulsory) and any other two questions

TIME: 2 Hours

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Kibabii University observes ZERO tolerance to
examination cheating

1. COMMUNICATION SKILLS
 - a. Define Communication. 2 Marks
 - b. Discuss the characteristics of intra-personal communication. 6 Marks
 - c. Success of any organization can be measured by its successful means of communication. Discuss. 6 Marks
 - d. Distinguish between the following; 8 Marks
 - I. Therapeutic and Discriminative Listening.
 - II. Word by word and Light Reading
 - III. Non-verbal and Verbal communication
 - IV. Encoding and decoding
 - e. Imagine you are in a conference and the audience is not paying attention, some are murmuring and others are dozing. What do you think could wrong with the speaker? 8 Marks

2. LISTENING SKILLS
 - a) Explain 4 poor listening habits. 4 Marks
 - b) Describe Listening Process. 16 Marks

3. WRITING SKILLS.
 - a) Define Writing and explain its relevance to your course. 10 Marks
 - b) Peer editing is one of the elements in writing process. Explain its importance in writing process. 10 Marks

4. READING SKILLS.
 - a) Reader related factor is one of the barriers that affect effective reading. Support this statement. 10 Marks
 - b) Explain 5 types of Reading. 10 Marks

5. ORAL PRESENTATION SKILLS.
 - a) Briefly discuss 4 types of Speech delivery. 8 Marks
 - b) Develop varying color schemes for dress code to the following functions. 12 Marks
 - i. Meeting at work
 - ii. Church service
 - iii. Political Rally
 - iv. Team building with classmates.