



GARISSA UNIVERSITY

UNIVERSITY EXAMINATION **2017/2018** ACADEMIC YEAR **ONE**
FIRST SEMESTER EXAMINATION

SCHOOL OF EDUCATION, ARTS AND SOCIAL SCIENCES

FOR THE DEGREE OF BACHELOR OF EDUCATION (ARTS)

COURSE CODE: CIM 110/ IRD 100

COURSE TITLE: COMMUNICATION SKILLS

EXAMINATION DURATION: 3 HOURS

DATE: 14/12/17

TIME: 09.00-12.00 PM

INSTRUCTION TO CANDIDATES

- The examination has SIX (6) questions
- Question ONE (1) is COMPULSORY
- Choose any other THREE (3) questions from the remaining FIVE (5) questions
- Use sketch diagrams to illustrate your answer whenever necessary
- Do not carry mobile phones or any other written materials in examination room
- Do not write on this paper

This paper consists of THREE (3) printed pages

please turn over



QUESTION ONE (COMPULSORY)

- (a) Briefly explain the personal qualities of a good speaker [6 marks]
- (b) Define and describe two common note-making strategies [4 marks]
- (c) Explain three ways in which the message can constitute a barrier to effective communication. [5 marks]
- (d) Explain and justify the main considerations in choosing a channel of communication. [4 marks]
- (e) Using appropriate examples, discuss any four types of listening. [6 marks]

QUESTION TWO

- (a) Explain the four basic criteria that you must utilize in order to select an appropriate essay topic. [8 marks]
- (b) Identify and describe three concepts that make an academic essay distinct from other forms of writing. [7 marks]

QUESTION THREE

The bibliographic details of the references below are not in the correct order. Using a stated referencing style of your choice, rewrite them in the correct order.

- (a) (i) Autism: New directions in Research and Education 1980. New York ,Webster, C. D.,
Konstantees, N. M., Oxman, J. and Mack, J. E., Pentagon [4 marks]
- (ii) London, 1992, Cohen, I. and Halliday, M. Harper & Row, Statistics for Social Scientists; An
Introductory text in basic computer programs. [4 marks]
- (b) State the type of title used in reference (i) above. [1 mark]
- (c) Name the type of authorship used in reference (ii) above. [1 mark]
- (d) Identify any four bibliographic details in the reference below.
Wood, D. S. (1986). "The role of tutoring in problem solving." **Journal of child psychology
& psychiatry, 17** (2), 89 – 112. [2 marks]
- (e) State the type of catalogue you would use to find references on the topic "Discuss the effects of
and solutions to alcoholism among university students in Kenya." **Give reasons for your answer.**
[3 marks]



QUESTION FOUR

- (a) Using appropriate examples, discuss any four types of reading. **[8 marks]**
- (b) Using a communicative event, differentiate between listening and hearing. **[4 marks]**
- (c) Using appropriate illustrations, discuss three parts of an essay topic. **[3 marks]**

QUESTION FIVE

- (a) Discuss the traditional SQ3R method of study. **[6 marks]**
- (b) Briefly discuss six methods that can be used in oral presentations. **[9 marks]**

QUESTION SIX

- (a) When writing, writers go through certain specific stages. Discuss four such stages. **[6 marks]**
- (b) Discuss the characteristics of effective paragraphs. **[6 marks]**
- (c) Explain why coherence is very important in essay writing **[3 marks]**

