



MACHAKOS UNIVERSITY

University Examinations for 2019/2020 Academic Year

SCHOOL OF AGRICULTURAL SCIENCES

DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION

FOURTH YEAR FIRST SEMESTER EXAMINATION FOR

BACHELOR OF SCIENCE IN AGRICULTURAL EDUCATION AND EXTENSION

**AEE 412: TECHNICAL REPORT WRITING IN AGRICULTURAL EDUCATION AND
EXTENSION**

DATE: 9/12/2019

TIME: 8.30-10.30 AM

INSTRUCTIONS:

Answer question ONE and any other TWO questions

QUESTION ONE (30 MARKS)

- a) Explain the meaning of a technical report (2 marks)
- b) Explain THREE characteristics of a technical report (6 marks)
- c) Assume you are one of the authors in a recently published article entitled “effects of NPK fertilizers on maize yields in Makueni county” in a scientific journal. Write your biodata that would be appropriate and acceptable (6 marks)
- d) Describe organization of technical matter in a technical report under the following subheadings
 - i. Chronological development (3 marks)
 - ii. Subject development (3 marks)
- e) Using TWO relevant examples in each case, differentiate between primary and secondary source materials for literature review (6 marks)
- f)
 - i Explain why you should not use trade names when describing scientific materials for conducting experiments (2 marks)
 - ii Differentiate between an executive summary and an abstract in a scientific writing (2 marks)

QUESTION TWO (20 MARKS)

- a) Explain FOUR styles of citing references in a scientific publication (2 marks)
- b) Giving a relevant example in each case, describe the components of a technical report (18 marks)

QUESTION THREE (20 MARKS)

- a) Explain FIVE functions of a technical report (10 marks)
- b) Discuss FIVE ways of categorizing technical reports (10 marks)

QUESTION FOUR (20 MARKS)

- a) Explain FIVE rules that should be followed in developing a good introduction for a scientific report (10 marks)
- b) Discuss the FIVE components of the discussion section of a scientific paper (10 marks)

QUESTION FIVE (20 MARKS)

Discuss writing of the title for publication in a scientific journal under the following

- a) Length of the title (5 marks)
- b) Specificity of the title (5 marks)
- c) Importance of syntax (5 marks)
- d) Abbreviations and Jargons (5 marks)