



# MACHAKOS UNIVERSITY COLLEGE

(A Constituent College of Kenyatta University)

University Examinations 2015/2016

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

DEPARTMENT OF LINGUISTICS AND LANGUAGES

FIRST AND SECOND SEMESTER EXAMINATION FOR DEGREE IN BACHELOR OF  
EDUCATION

UCU 100: COMMUNICATION SKILLS

Date:

Time:

---

## INSTRUCTIONS:

Answer Question One (Compulsory) and Any Other Two Questions

### QUESTION ONE (COMPULSORY)

- a) Define the following terms as used in communication:
- i) Source
  - ii) Decoder
  - iii) Medium
  - iv) Feedback
  - v) Communication
  - vi) Noise
  - vii) Context (7 marks)
- b) Explain FIVE barriers of communication. (5 marks)
- c) Describe FIVE types of libraries. Give examples. (10 marks)
- d) Using a diagram, explain FOUR levels of communication. (8 marks)

### QUESTION TWO

- a) Communication is a continuous process. Using a diagram, explain this process. (4 marks)

- b) Explain FOUR different types of reading. (12 marks)
- c) Explain the following techniques of reading;
- i) S-RUN-R (2 marks)
  - ii) SQ3R techniques of reading (2 marks)

### **QUESTION THREE**

- a) Explain the importance of body language in communication. (10 marks)
- b) Giving specific examples, discuss FOUR types of listening. (10 marks)

### **QUESTION FOUR**

- a) One's audience and context determines the kind of speech he communicates. Using specific examples explain this statement. (12 marks)
- b) Explain FOUR Models of communication. Use diagrams to illustrate. (8 marks)

### **QUESTION FIVE**

- a) Describe the different participants in a study group and the roles of each. (10 marks)
- b) Explain the considerations when forming a study group and the place of study. (10 marks)