



# MACHAKOS UNIVERSITY COLLEGE

(A Constituent College of Kenyatta University)  
University Examinations for 2013/2014

SCHOOL OF humanities

DEPARTMENT OF language and linguistics

All degree in fist year first semester

UCU 100: COMMUNICATION SKILLS

**Date:**

**Time:**

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*INSTRUCTIONS:*

*Answer all the questions*

**Reading comprehension (25 marks)**

### **WRITING SKILLS (15 MARKS)**

2. You have been asked to write a short essay on the area of “Economic Effect of Urbanization in Kenya”
  - i. Write a plan /outline for the essay (5 marks)
  - ii. Write the introduction for your essay (10 marks)

### **STUDY SKILL (10 MARKS)**

3. a) Juma is a first year student at the university who is confused because there are no bells and no prefects or teachers to tell him about the about the charge in activities, what and when to study. In point forms, give him five suggestions stay at the university (5 marks)
  
- b) Describe five activities which you should do from the time you enter the examination room up to the time you hand in your answer booklet (5 marks)

### **LIBRARY SKILLS**

Write down reference format of each of the following

- i. Entire book( one author)
- ii. Book, third edition
- iii. book, group author( government agency) as publisher
- iv. Article or chapter in an edited, book two editors
- v. Book, revised edition.