



MACHAKOS UNIVERSITY

University Examinations for 2021/2022 Academic Year

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

DEPARTMENT OF LINGUISTICS AND LANGUAGES

SECOND YEAR SECOND SEMESTER EXAMINATION FOR

DIPLOMA IN EDUCATION

AEN 0202: WRITING SKILLS IN ENGLISH

DATE: 6/12/2021

TIME: 8.30-10.30 AM

INSTRUCTIONS

Answer Question One and Any Other Two Questions

1. a) Write a Narrative essay of not more than 300 words on one of the following
 - i. A pandemic.
 - ii. A Stitch in time saves nine.

Remember to include;

- i. an outline
 - ii. An introduction, well organized paragraphs and an effective conclusion.
- (20 marks)

- b) Coherence is a product of various factors which combine to make every paragraph. Every sentence and every phrase contribute to the meaning of the whole text. Write a paragraph of not less than EIGHT sentences. Ensure your paragraph displays the following (10 marks)

- i. Topic sentence
- ii. Examples and illustrations
- iii. Unity
- iv. Transition
- v. Coherence

2. a) Using specific examples, differentiate the following and indicate their uses
 - i. comparison and contrast
 - ii. Synonyms and Antonyms

- iii. examples and illustrations
 - iv. outlines and notes (20 marks)
3. a) Discuss THREE factors you should consider under word choice for effective controlling of ideas in discourse (15 marks)
- b) Explain the following terms citing key considerations for each: (5 marks)
- i. Proof reading
 - ii. Editing
 - iii. Summary
 - iv. Punctuation
 - v. Note taking
4. Members of the Innovations group at Machakos University have been invited to participate in an international event at the Tsavo National Park . You have been appointed as their tour guide since you are familiar with the places they are to visit.
- a) Explain FOUR ways you will ensure that you give instructions effectively (12 marks)
- b) Explain FOUR spelling rules they should observe when writing their reports during and after this event (8 marks)
5. Using specific examples write a summary on each of the following: (20 marks)
- i. Conventions in Academic writing
 - ii. Writing minutes
 - iii. Avoiding awkwardness of expression