



MACHAKOS UNIVERSITY

University Examinations 2016/2017

SCHOOL OF HUMANITIES AND SOCIAL SCIENCE

DEPARTMENT OF LINGUISTICS AND LANGUAGES

FIRST YEAR FIRST SEMESTER EXAMINATION FOR BACHELOR OF SCIENCE
IN.....

.....

UCU 100: COMMUNICATION SKILLS

DATE:

TIME :

INSTRUCTIONS:

Answer question ONE and any other TWO Questions

1. a) Explain the relevance of communication skills course to you as a university student and how you intend to apply the knowledge acquired in this course in your academic and social interactions (15 marks)
- b) Define communication (2 marks)
- c) Describe the Communication process. (6 marks)
- d) Describe all the elements of the communication process (7 marks)
2. a) “In communication, interactions are either symmetrical or complimentary” Discuss this in relation to communication in the classroom (10 marks)
- b) Discuss FIVE key features of academic writing (10 marks)
3. a) “Scholars in reading agree that the SQ3R and the P2R study formula is effective in helping university students get what they need from written texts” Discuss the validity of this statement. (8 marks)
- b) Discuss any FOUR types of reading (12 marks)
4. a) Discuss the key functions of a library to a university student (6 marks)

- b) Describe FIVE sources of information in a library (10 marks)
- c) Explain the importance of feedback in listening and reading skills (4 marks)
- 5. a) Discuss FIVE barriers to effective listening when attending a lecture and outline possible ways of overcoming them (10 marks)
- b) Explain FIVE levels of listening (10 marks)