

MACHAKOS UNIVERSITY

END OF SEMESTER JANUARY – APRIL 2019.

EPC 211

LIFE SKILLS – CERTIFICATE ELECTRICAL ELECTRONICS ENGINEERING.

Instructions: Answer question 1 and any other two.

- 1 a). Life skills categories are three based. Explain these three with examples. (12 Mks)
- b). Provide five importance of time management. (5 Mks)
- c). State four causes of conflicts in the community you live in. (8 Mks)
- d). Identify five sources of stress at work place. (5 Mks)
- 2 a). What are some of sources of procrastination in an academic institution? (10 Mks)
- b). Give five reasons why an individual is supposed to manage time. (10 Mks)
- 3 a). Identify ten components you would include in designing a time work plan for your new semester in college. (10 Mks)
- b). Explain two ways one can apply in efforts to solve a conflict. (10 Mks)
- 4 a). Identify eight objectives of life skills. (8 Mks)
- b). Describe what entails effective use of leisure time. (12 Mks)
- 5 a). Plot a 3 day time schedule for a new University student. (10 Mks)
- b). Provide two ways of coping with stress at work place. (10 Mks)