



(Knowledge for Development)

KIBABII UNIVERSITY COLLEGE

**A CONSTITUENT COLLEGE OF MASINDE MULIRO UNIVERSITY OF
SCIENCE AND TECHNOLOGY**

UNIVERSITY EXAMINATIONS

2014/2015 ACADEMIC YEAR

FIRST YEAR FIRST SEMESTER

UNIVERSITY MAIN EXAMINATION

FOR THE ALL CERTIFICATE PROGRAMMES

COURSE CODE: CSD 002

COURSE TITLE: BASIC COMMUNICATION SKILLS

DATE: 14TH AUGUST, 2015

TIME: 2.00 – 4.00PM

INSTRUCTION TO CANDIDATES

Answer Question **ONE** and any other **TWO** questions.

TIME: 2 Hours

This Paper Consists of 3 Printed Pages. Please Turn Over.
tolerance to examination cheating

KIBUCO observes **ZERO**

QUESTION ONE (30 MARKS)

1. (a) Differentiate by example the following terms as used in communication
 - i. Interpersonal communication (2 marks)
 - ii. Intrapersonal communication (2 marks)
 - iii. Mass communication (2 marks)
- (b) Describe briefly any three elements of communication (2 marks)
- (c) Outline four types of libraries (2 marks)
- (d) Describe the listening process (5 marks)
- (e) Why is listening important in our lives? (6 marks)
- (f) Briefly explain the following types of essays (3 marks)
 - i. Narration
 - ii. Argumentation
 - iii. Description

QUESTION TWO (20 MARKS)

- a) Distinguish between the following pairs of words (6 marks)
 - i. Reference sources and periodicals
 - ii. Author catalogue and title catalogue
 - iii. Academic and special libraries
- b) Describe the two ways in which information is organized in the library (4 marks)
- c) Using appropriate examples, discuss the criteria you can use in selecting the right book in the library (10 marks)

QUESTION THREE (20 MARKS)

- a) Describe briefly three parts of an essay (6 marks)
- b) Explain the following types of essays using examples
 - i. Description (4 marks)
 - ii. Argumentation (4 marks)
 - iii. Narration (3 marks)
 - iv. Exposition (3 marks)

QUESTION FOUR (20 MARKS)

- a) Describe the communication process (4 marks)
- b) Explain briefly the following principles of communication

- i. Communication has a content dimension and a relationship dimension (2 marks)
 - ii. Communication is irreversible (2 marks)
 - iii. Communication is dynamic (2 marks)
- c) Why is it important for us to study communication? Explain using examples (2 marks)

QUESTION FIVE (20 MARKS)

Use the appendix provided to answer the questions that follow

- 1. Give this passage a suitable title (2 marks)
- 2. How much money does TSC owe the retired teachers? (2 marks)
- 3. In not more than (60 words) summarize the writer's argument (7 marks)
- 4. Discuss the plight of teachers in Kenya (3 marks)
- 5. Why did the court decline to offer Lengoiboni another grace period to pay teachers? (2 marks)
- 6. Explain the meaning of following words as used in the passage (4 marks)
 - i. Retirees
 - ii. Sued
 - iii. Arrears
 - iv. Affidavit