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UNIVERSITY REGULAR EXAMINATIONS

2013 /2014 ACADEMIC YEAR

1ST YEAR 2ND SEMESTER EXAMINATIONS

(MAIN EXAMINATION)

FOR THE DEGREE OF BACHELOR OF

COMPUTER SCIENE

COURSE CODE: COS 102

COURSE TITLE: COMMUNICATION SKILLS

DATE: APRIL 2014 **TIME:**

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INSTRUCTIONS TO CANDIDATES:

Answer all the questions in the answer book provided

SECTION A.

RESEARCH SKILLS (25MKS)

Maisha Magumu is carrying out a research project in Bungoma. He has come to you for advice on how to conduct the research. Outline and explain to him the first FOUR stages (in their order) he will go through before presenting the findings.   (10mks)

You are carrying out research on "Kibabii students' drinking habits"

Formulate THREE research questions on this topic   (3mks)

State and explain any TWO data collection instruments you might use   (2mks)

Discuss the importance of reviewing literature in research   (10mks)

SECTION B: LISTENING & SPEAKING SKILLS (15MARKS)

Explain how the occasion can influence your speech preparation and presentation (10mks)

Differentiate between empathetic listening and reflective listening   (5mks)

SECTION C: REPORT WRITING (15MARKS)

There have been tribal clashed in your county after every election year. The county security committee has requested you, as the secretary, to carry out investigations and give a written report within two months. Your main concern is on the possible causes, most affected areas, people involved, short term and long term solutions. Write a report to the committee.

SECTION D: WRITING SKILLS (15MARKS)

You are participating in a writing competition on the following topic "Corruption in Kenya"

Make a detailed outline for the topic   (7mks)

Using the outline you have made, write

An introductory paragraph   (4mks)

A concluding paragraph   (4mks)