

# **DEPENDABLE 22” @UCCPREZ**

**COMMUNICATIVE SKILLS: CMS107**

**PAST QUESTIONS AND ANSWERS**

**COMMUNICATIVE SKILLS: CMS107 PAST QUESTIONS AND ANSWERS**

**COMMUNICATIVE SKILLS: CMS 107**

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**GENERAL QUESTIONS**

**ANSWERS TO GENERAL QUESTIONS  
UNIVERSITY OF CAPE COAST**

**COLLEGE OF HUMANITIES AND LEGAL STUDIES**

**FACULTY OF ARTS DEPARTMENT OF COMMUNICATION STUDIES**

### COMMUNICATIVE SKILLS: CMS 107 GENERAL QUIZ: 2015/201

The passage below contains Subject-Verb agreement errors. Identify and correct them. DO NOT COPY THE PASSAGE. The spate of road accidents in Ghana continues to dominate discussions in the country and it now appears to be ideal in daily media reportage. As much as this menace is detestable to many Ghanaians, it seems attempts to address the issues may be far from over, especially, as statistics on road accidents over the year has consistently featured the highest office of the country, the presidency. Interestingly, the safety of the presidential convoy in Ghana have been threatened on several occasions not by terrorist attacks but by fatal road accidents that have claimed the lives of security personnel, journalists and presidential staffers who usually travels around the country with the President. The persistent involvement of the presidential convoy in road accidents and the cost to the nation calls for a review of the security of the President from a safety perspective. The dossier about presidential accidents in Ghana show that every President in the Forth Republic have been involved in some fatal accident of some sort. The first and notable characteristic of the nature of travel of the President are the speed at which the convoy moves. There is indeed studies and instances that support the need for presidential convoy to move at such to speeds with the obvious reason of ensuring the security of the President although there may be other factors such as time. The high risk of exposure of the Presidential convoy to road accidents due to the speed at which the convoy reveal that the security of the President including the security Personnel are not as threatened as the safety of the President and his entourage. But eliminating all other factors including time, by ensuring the presidential convoy take into consideration the time of departure and arrival from one venue to another, the issue of security remain prominent on the list of excuses to drive the President and his entourage at



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very high speed limits. A more appropriate solution may be to move at reasonable speed limits that allows drivers of the President and any accompanying entourage enough time to avert any likely accidents.

30 Marks

### ANSWERS TO GENERAL QUIZ 2015/2016

**Take note of the following:**

- a) Try as much as possible to correctly number the sentences in the passage for easy reference.
- b) One may use alphabets to indicate the erroneous and the corrected sentences. This will fetch you more marks.
- c) Do not copy the entire passage but instead, only copy the part of the sentence which is erroneous and correct that part only.

### ANSWERS

**Alphabet ‘a’ and ‘b’ indicate the error and correction respectively for each sentences 1.**

- a. The spate of road accidents ... continues ... (Not erroneous)
  - b. The spate of road accidents ... “continues” ...
2. a. ... as statistics on road accidents ... has ...

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b. ... as statistics on road accidents ... “have” ...

3. a. ... the safety ... have ... security personnel, journalists and Presidential staffers who... travels...

b. ... the safety ... “has” ... security personnel, journalists and Presidential staffers who... “travel”...

4. a. The persistent involvement ... and the cost ... calls...

b. The persistent involvement ... and the cost ... “call”...

5. a. The dossier about ... accidents... show...

b. The dossier about ... accidents... “shows”...

6. a. The first and notable characteristic ... are... b.

The first and notable characteristic ... “is”...

7. a. There is ... studies and instances...

b. There “are” ... studies and instances...

8. a. The high risk exposure... flaw...

b. The high risk exposure... “flaws”...

9. a. A critical risk assessment ... reveal ... security of President including the security of... are...

b. A critical risk assessment ... “reveals” ... security of President including the security of... “is”...



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10. a. the Presidential convoy take... the issue of security remain...

b. the Presidential convoy “takes”..., the issue of security “remains”...

11. a. A more appropriate solution... that allows ...

b. A more appropriate solution... that “allows” ... (Not erroneous) FIRST SEMESTER CLASS QUIZ: 2015/16 ACADEMIC YEAR

1. A. State three main challenges in oral presentation.

B. In not more than three sentences, suggest solutions to these identified challenges.

**2. The sentences in the passage below have been numbered. Indicate the structural type of sentence that has been used against the numbers.**

Eg. Sentence 1..... Infinitive sentence

*1 The dress and its arrangement upon the person is generally found to be the index of the man or woman. 2 In dress, it is our privilege to honour our creator. 3 Because we are to be representative of Him, our appearance in every respect should be characterized by neatness, modesty and purity. 4 Since we judge of a person’s character by the style of dress worn, a modest, godly person will dress modestly, and a refined taste, a cultivated mind will be revealed in the choice of simple, appropriate attire, a cultivated mind will be revealed in the choice of simple, appropriate attire. 5 We should seek to make the best of our appearance. 6 The one who is simple and unpretending in her dress and in her manners shows that she understands that the true person is characterized by moral simplicity. 7 If the world introduce a modest, convenient, and healthful mode of dress, it will not change our relationship with*

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God.

8 Do not occupy your time by endeavouring to follow all the foolish fashions in dress. 9 Dress neatly and becomingly, but do not make yourself the subject of remarks either by being over – dressed or by dressing in lax, untidy manner. 10 Act as though you knew that the eyes of heaven is upon you, and you are living under the approbation or disapprobation of God.

**(Excerpt taken from Ellen G. White, Counsel for the Church)**

### SUGGESTED ANSWERS TO Q2

- a) Sentence 1 . . . Simple Sentence
- b) Sentence 2 . . . Simple Sentence
- c) Sentence 3 . . . Complex Sentence
- d) Sentence 4 . . . Compound – Complex sentence
- e) Sentence 5 . . . Simple Sentence
- f) Sentence 6 . . . Simple Sentence
- g) Sentence 7 . . . Complex Sentence
- h) Sentence 8 . . . Simple Sentence
- i) Sentence 9 . . . Compound Sentence
- j) Sentence 10 . . . Compound



**UNIVERSITY OF CAPE COAST**

**DEPARTMENT OF COMMUNICATION STUDIES**

**CMS 107: COMMUNICATIVE SKILLS QUIZ**

**45 minutes**

**SECTION A**

**Punctuate the following passage.**

With hands clasped in supplication a one- year-old girl strapped to her back and another sitting on the a piece of brown cloth spread on the ground she chants in a boring monotone, please brother, give alms for the twins shes been doing this at the bustling Tema bus station everyday for the past six months. But Auntie Mansa refuses to admit she is a beggar. She believes she is just doing what tradition requires. She says when I delivered my first set of twins, the oracle revealed that the babies were dancers, who required to be carried to the market-place to dance everyday and collect alms. She ignored the instruction and about two months later, the twins died one after the other within a week. So when she was blessed with

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the present set, she paid heed immediately Auntie Mansa is not alone in this trade. She and those of her kind can easily be distinguished from the handicapped who take begging as a profession. What do other members of the republic think about it Mr. Ibu is worried these people he says exploit God's gift to enrich themselves.

10 Marks

### SECTION B

Re-write the following sentences, correcting any errors you may find without changing the meaning.

- a) World leaders are meeting in New York to discuss about climate change.
- b) The Bible which is the holy book of Christians has been translated into many languages.
- c) The cause of delay in the examination was due to lack of printing material.
- d) The students were asked to check their continous assessment at the General Office.
- e) Though the Black Stars played very well, yet they lost the match.
- f) My friend indicated that she will come tomorrow.
- g) It is high time the government does something about the spread of cholera.
- h) The Minister stressed on hard work
- i) In other to avoid embarrassment, we should submit our assignments on time.
- j) All what we need is good leadership.



10 Marks

### SUGGESTED ANSWERS TO:

#### PUNCTUATION

With hands clasped in supplication, a one- year-old girl strapped to her back and another sitting on a piece of brown cloth spread on the ground. She chants in a boring monotone, “Please, brother, give alms for the twins.” She’s been doing this at the bustling Tema bus station everyday for the past six months. But Auntie Mansa refuses to admit she is a beggar. She believes she is just doing what tradition requires. She says, “When I delivered my first set of twins, the oracle revealed that the babies were dancers, who required to be carried to the market-place to dance everyday and collect alms.” She ignored the instruction and about two months later, the twins died one after the other within a week. So, when she was blessed with the present set, she paid heed immediately. Auntie Mansa is not alone in this trade. She and those of her kind can easily be distinguished from the handicapped who take begging as a profession. What do other members of the republic think about it? Mr. Ibu is worried! These people, he says, exploit God’s gift to enrich themselves.

## CORRECTION OF ERRORS

- a) World leaders are meeting in New York to discuss climate change.
- b) The Bible, which is the holy book of Christians, has been translated into many languages.
- c) The cause of delay in the examination was to lack of printing material.
- d) The students were asked to check their continuous assessment at the General Office
- e) Though the Black Stars played very well, they lost the match.
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- i) In other to avoid embarrassment, we should submit our assignments on time.
- j) All that we need is good leadership.

UNIVERSITY OF CAPE COAST

COLLEGE OF HUMANITIES AND LEGAL STUDIES

FACULTY OF ARTS

DEPARTMENT OF COMMUNICATION STUDIES

END OF FIRST SEMESTER EXAMINATION 2015/2016



# DEPENDABLE 22” @UCCPREZ

CMS 107: COMMUNICATIVE STUDIES

DURATION: 2 HOURS

GENERAL INSTRUCTIONS: ATTEMPT ALL QUESTIONS

## SECTION A

Study carefully the passage below, and either write an OUTLINE of it OR SUMMARIZE it in 100 words.

The vulture is seen differently from other birds that have the temerity to scavenge for their “livelihood”. This is because of its business of rummaging through refuse dumpsites and doing justice to dead “material”. Even though most of our folktales present the good side of this bird, the vulture does more for us than the folktales present.

Vulture are magnificent bird that have huge environmental and economic importance. Vulture are specially designed to dispose of animals and human waste and to prevent the spread of diseases. Nature has equipped vultures with a digestive system that contain special acids that dissolve anthrax, botulism, rabies and cholera bacteria. By consuming the carcasses of diseased animals, vultures prevent the spread of these life threatening diseases.

Vultures face tremendous challenges all over the world for survival. Each year, a day is marked as International Vulture Awareness Day to educate and create awareness about the dangers commission and omission human activities are posing to the very survival of vultures. There are 23 species of vulture the world over. Currently, there is a decline off 42 percent of vulture numbers that have been recorded in the past 30 years with Ruppell’s Vulture declining by a whopping 85 percent. The birds face serious threat like hatred,

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persecution, poisoning, vehicular collision, electrocution, starvation and destruction of their breeding sites.

Opportunities for diseases transmission may increase due to more contacts among scavengers. In order to reduce the rate of extinction of vultures, there should be appropriate legislation and other control measures to prevent the indiscriminate use of poison to kill these vultures. Advocates are also calling for support for captive breeding programmes and other conservative initiatives to increase the population of vulture. Captive breeding centres have been set up in Pakistan, India and Nepal to help in the conservation. There is even a vulture restaurant in India where these birds go to be fed and let loose again. The ramifications of the world without vultures will mean that there will be an increase in feral dogs, consequently putting all of us at risk of rabies attacks and possible deaths.

Experts see vultures as “unaccepted environmental heroes” and believe that a world without vultures would be a foul smelling place filled with diseases and rotten carcasses. If we kill all vultures, the transmission of diseases like cholera to humans will rise. We all need to save vultures from becoming extinct in the environment to safeguard biodiversity.

30 marks

### SECTION B

#### PUNCTUATE THE FOLLOWING PASSAGE.

Mr. Schandorf's attitude to life should be emulated by everybody in 2010 he invested fifty thousand cedis in Citrus Punch Company two years later the company's shares started



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depreciating. However, Mr. Thompson who stayed on with the company lost all his investment because the company eventually went totally bankrupt it is worth nothing that while in the university, Mr. Schandorf had remarked I believe in the philosophy of acting promptly and striking elsewhere. Mr. Schandorf had also read a book entitled never despair in life which really changed his thinking. The lesson to learn is this: when we lose out on some venture that should not spell doom for us

10 marks

### SECTION C

Combine the following sentences into a meaningful single sentence by the processes shown in brackets.

For example

Kofi came. Ama also came. (Co-ordination) Kofi and Ama came.

Both Kofi and Ama came.

- a. Esi planned to leave early in the morning. Esi departed in the evening. (Co-ordination)
- b. Kwame was six years old. Kwame first learned to play basketball. (Subordination)
- c. Peter studied hard during the semester. Peter still found the paper difficult. (Coordination)

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d. The strange man entered the lecture hall. The lecturer stopped speaking. The student were dumbfounded. (Subordination and Co-ordinate)

e. . Kwame travelled abroad. He married a black American. He returned to Ghana last year.

(Co-ordination and Subordination)

### SECTION D

**Re- write the following sentences, correcting any errors you may find without changing the meaning.**

- a. We agreed to return the dog to it's owner.
- b. My uncle said that he has always sent us money
- c. My mother believed I could be able to pass the interview.
- d. The men travelled seeking for greener pastures.
- e. The lady who the beauty contest received a scholarship.
- f. It is about time the university grant scholarship to brilliant students.
- g. But for the students' contribution, the research will not have been successful.
- h. . Due to modern trends in medicine, many surgeons can operate patients fast.
- i. Our leader told us all what transpired at the disciplinary committee meeting.
- j. You will win a prize if you participated actively.

10 marks



## SUGESTED SOLUTION TO END OF SEM. 2015/2016

### SECTION B.

#### PUNCTUATION

Mr. Schandorf's attitude to life should be emulated by everybody in 2010. He invested fifty thousand cedis in citrus punch company. Two years later, the company's shares started depreciating. However, Mr. Thompson who stayed on with the company, lost all his investment because, the company eventually went totally bankrupt. It is worth nothing that while in the university, Mr. Schandorf had remarked "I believe in the philosophy of acting promptly and striking elsewhere". Mr. Schandorf had also read a book entitled 'never despair in life', which really changed his thinking. The lesson to learn is this: when we lose out on some venture, that should not spell doom for us.

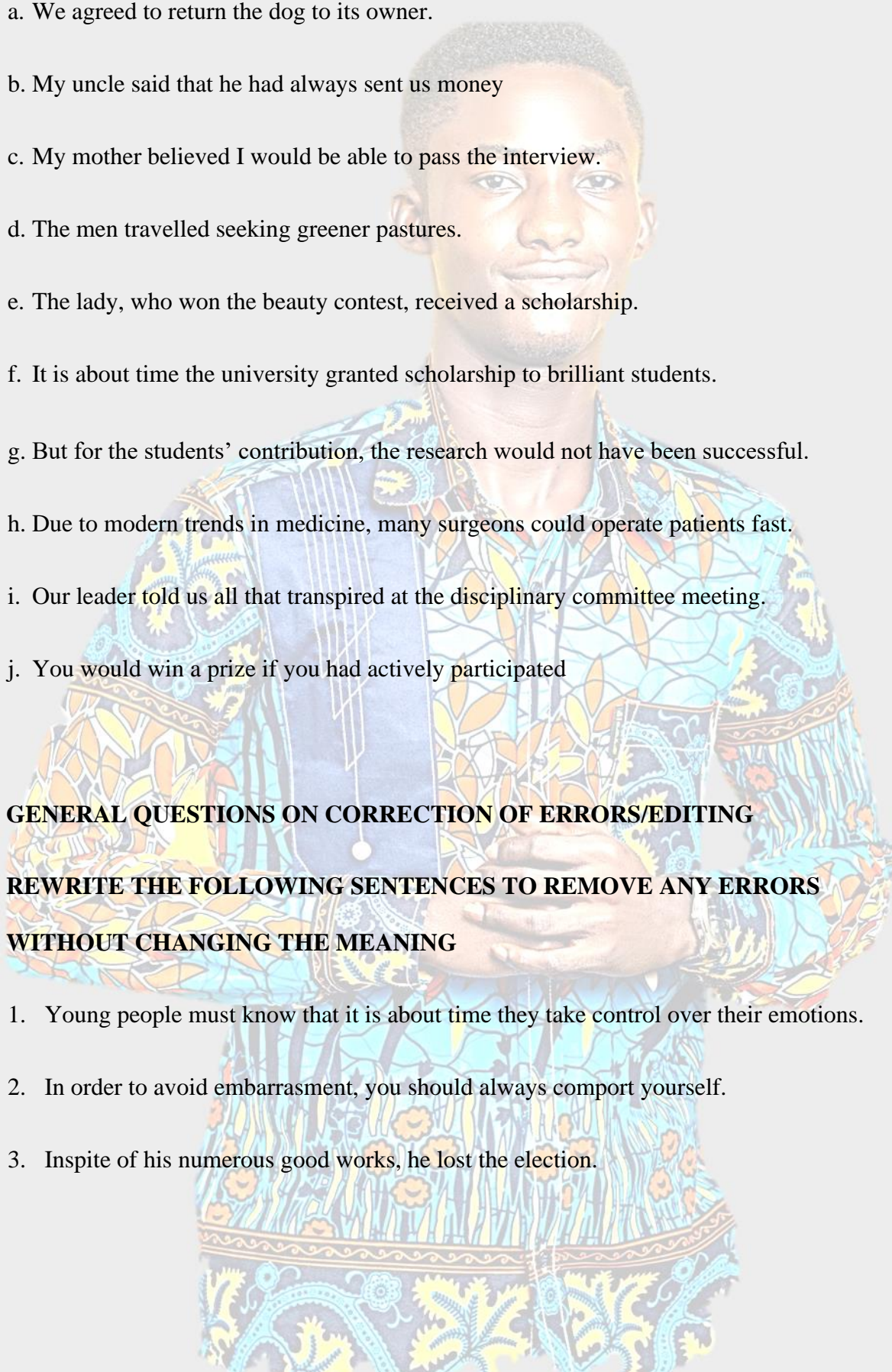
### SECTION C.

#### CO ORDINATION & SUBORDINATION

- a. Esi planned to leave early in the morning but Esi departed in the evening.
- b. Kwame first learned to play basketball when Kwame was six years old.
- c. Peter studied hard during the semester, yet Peter still found the paper difficult.
- d. The student where dumbfounded when/because the strange man entered the lecture hall, and the lecturer stopped speaking.

## SECTION D.

### CORRECTION OF ERRORS

- 
- a. We agreed to return the dog to its owner.
  - b. My uncle said that he had always sent us money
  - c. My mother believed I would be able to pass the interview.
  - d. The men travelled seeking greener pastures.
  - e. The lady, who won the beauty contest, received a scholarship.
  - f. It is about time the university granted scholarship to brilliant students.
  - g. But for the students' contribution, the research would not have been successful.
  - h. Due to modern trends in medicine, many surgeons could operate patients fast.
  - i. Our leader told us all that transpired at the disciplinary committee meeting.
  - j. You would win a prize if you had actively participated

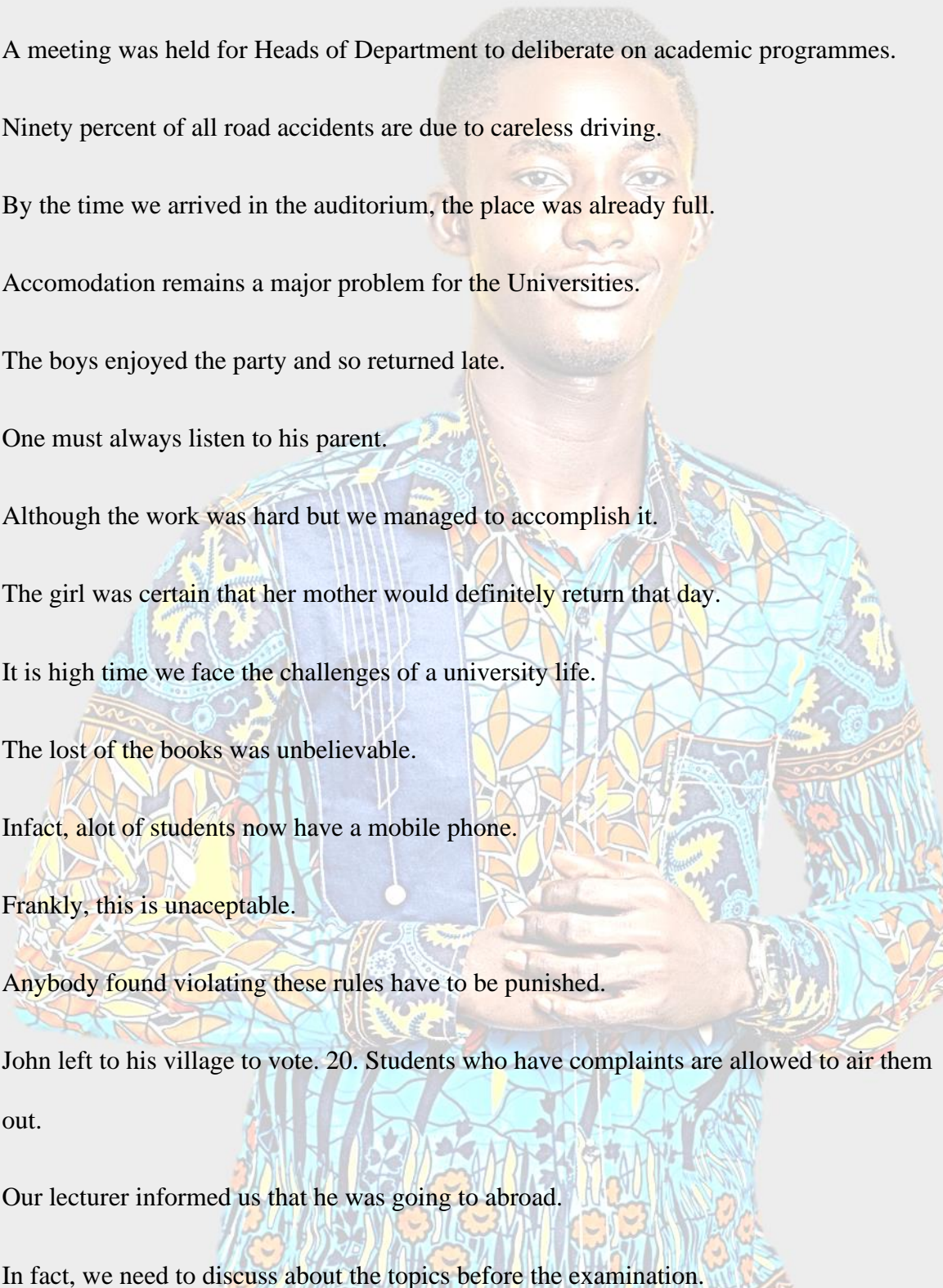
### GENERAL QUESTIONS ON CORRECTION OF ERRORS/EDITING

#### REWRITE THE FOLLOWING SENTENCES TO REMOVE ANY ERRORS WITHOUT CHANGING THE MEANING

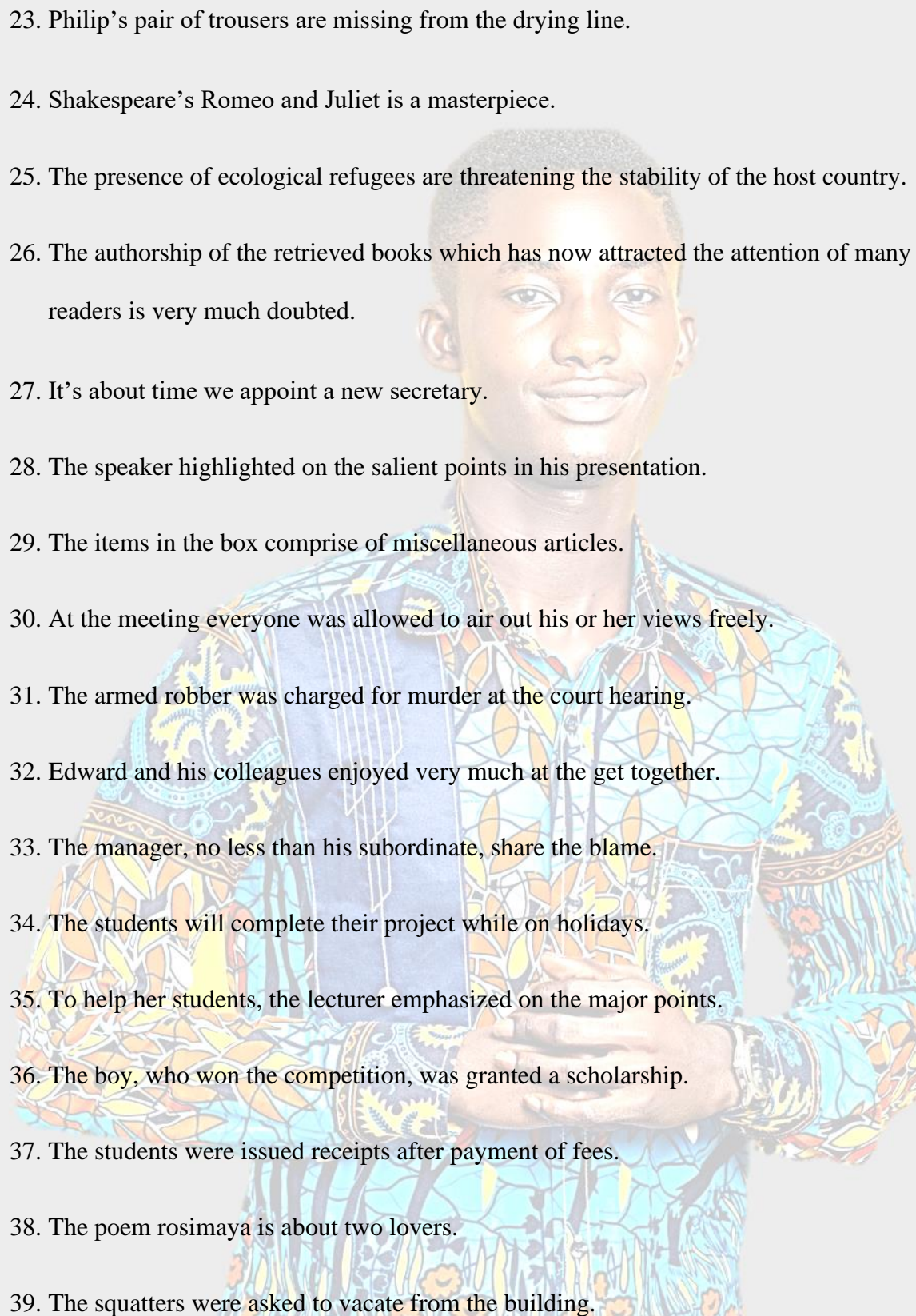
- 1. Young people must know that it is about time they take control over their emotions.
- 2. In order to avoid embarrassment, you should always comport yourself.
- 3. In spite of his numerous good works, he lost the election.



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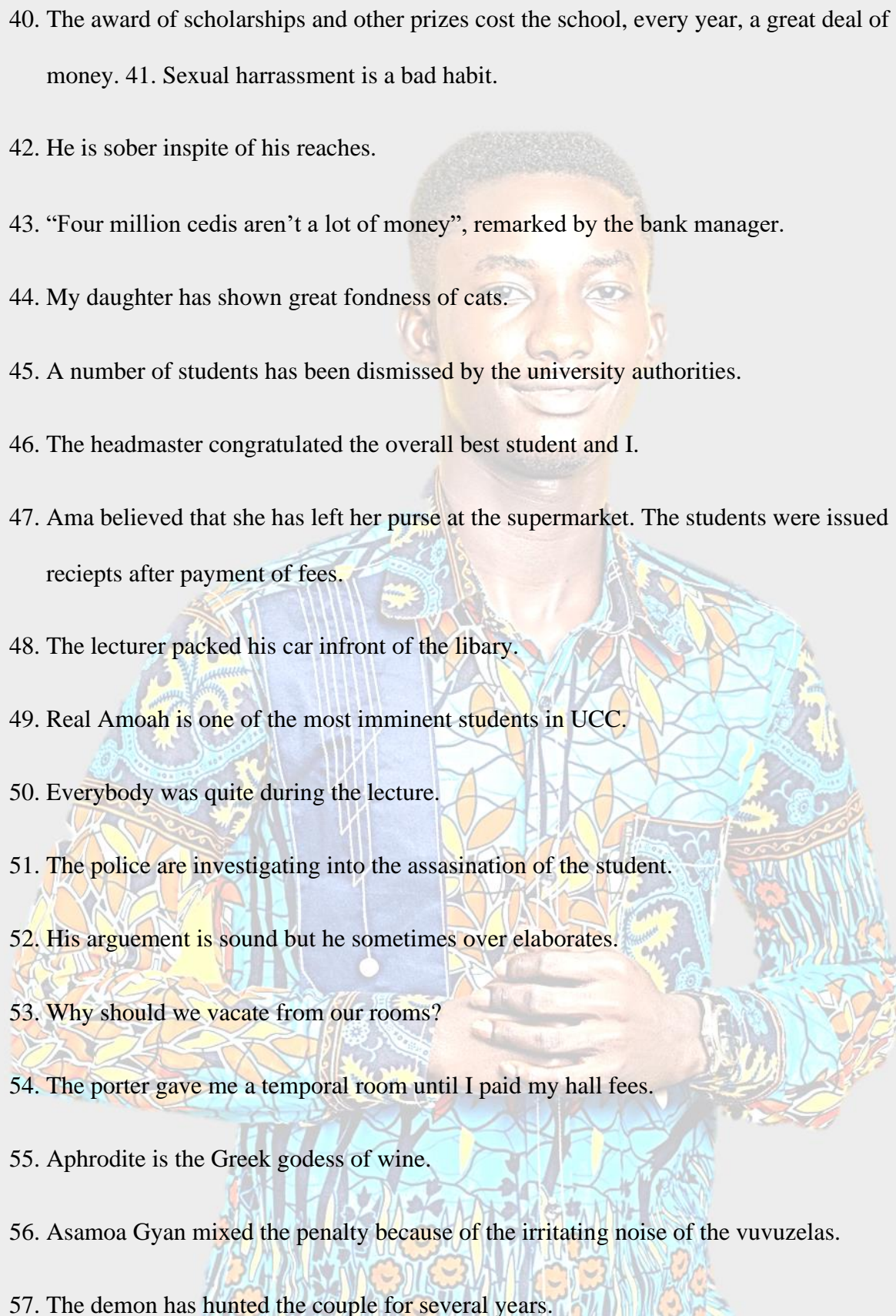
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4. The committee which is investigating into the recent crime present its report next week.
  5. I was always very happy when I heard that our team has won the competition.
  6. A meeting was held for Heads of Department to deliberate on academic programmes.
  7. Ninety percent of all road accidents are due to careless driving.
  8. By the time we arrived in the auditorium, the place was already full.
  9. Accomodation remains a major problem for the Universities.
  10. The boys enjoyed the party and so returned late.
  11. One must always listen to his parent.
  12. Although the work was hard but we managed to accomplish it.
  13. The girl was certain that her mother would definitely return that day.
  14. It is high time we face the challenges of a university life.
  15. The lost of the books was unbelievable.
  16. Infact, alot of students now have a mobile phone.
  17. Frankly, this is unacceptable.
  18. Anybody found violating these rules have to be punished.
  19. John left to his village to vote. 20. Students who have complaints are allowed to air them out.
  21. Our lecturer informed us that he was going to abroad.
  22. In fact, we need to discuss about the topics before the examination.

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23. Philip's pair of trousers are missing from the drying line.
  24. Shakespeare's Romeo and Juliet is a masterpiece.
  25. The presence of ecological refugees are threatening the stability of the host country.
  26. The authorship of the retrieved books which has now attracted the attention of many readers is very much doubted.
  27. It's about time we appoint a new secretary.
  28. The speaker highlighted on the salient points in his presentation.
  29. The items in the box comprise of miscellaneous articles.
  30. At the meeting everyone was allowed to air out his or her views freely.
  31. The armed robber was charged for murder at the court hearing.
  32. Edward and his colleagues enjoyed very much at the get together.
  33. The manager, no less than his subordinate, share the blame.
  34. The students will complete their project while on holidays.
  35. To help her students, the lecturer emphasized on the major points.
  36. The boy, who won the competition, was granted a scholarship.
  37. The students were issued receipts after payment of fees.
  38. The poem rosimaya is about two lovers.
  39. The squatters were asked to vacate from the building.



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40. The award of scholarships and other prizes cost the school, every year, a great deal of money.
41. Sexual harrassment is a bad habit.
42. He is sober inspite of his reaches.
43. "Four million cedis aren't a lot of money", remarked by the bank manager.
44. My daughter has shown great fondness of cats.
45. A number of students has been dismissed by the university authorities.
46. The headmaster congratulated the overall best student and I.
47. Ama believed that she has left her purse at the supermarket. The students were issued reciepts after payment of fees.
48. The lecturer packed his car infront of the library.
49. Real Amoah is one of the most imminent students in UCC.
50. Everybody was quite during the lecture.
51. The police are investigating into the assasination of the student.
52. His arguement is sound but he sometimes over elaborates.
53. Why should we vacate from our rooms?
54. The porter gave me a temporal room until I paid my hall fees.
55. Aphrodite is the Greek goddess of wine.
56. Asamoa Gyan mixed the penalty because of the irritating noise of the vuvuzelas.
57. The demon has hunted the couple for several years.

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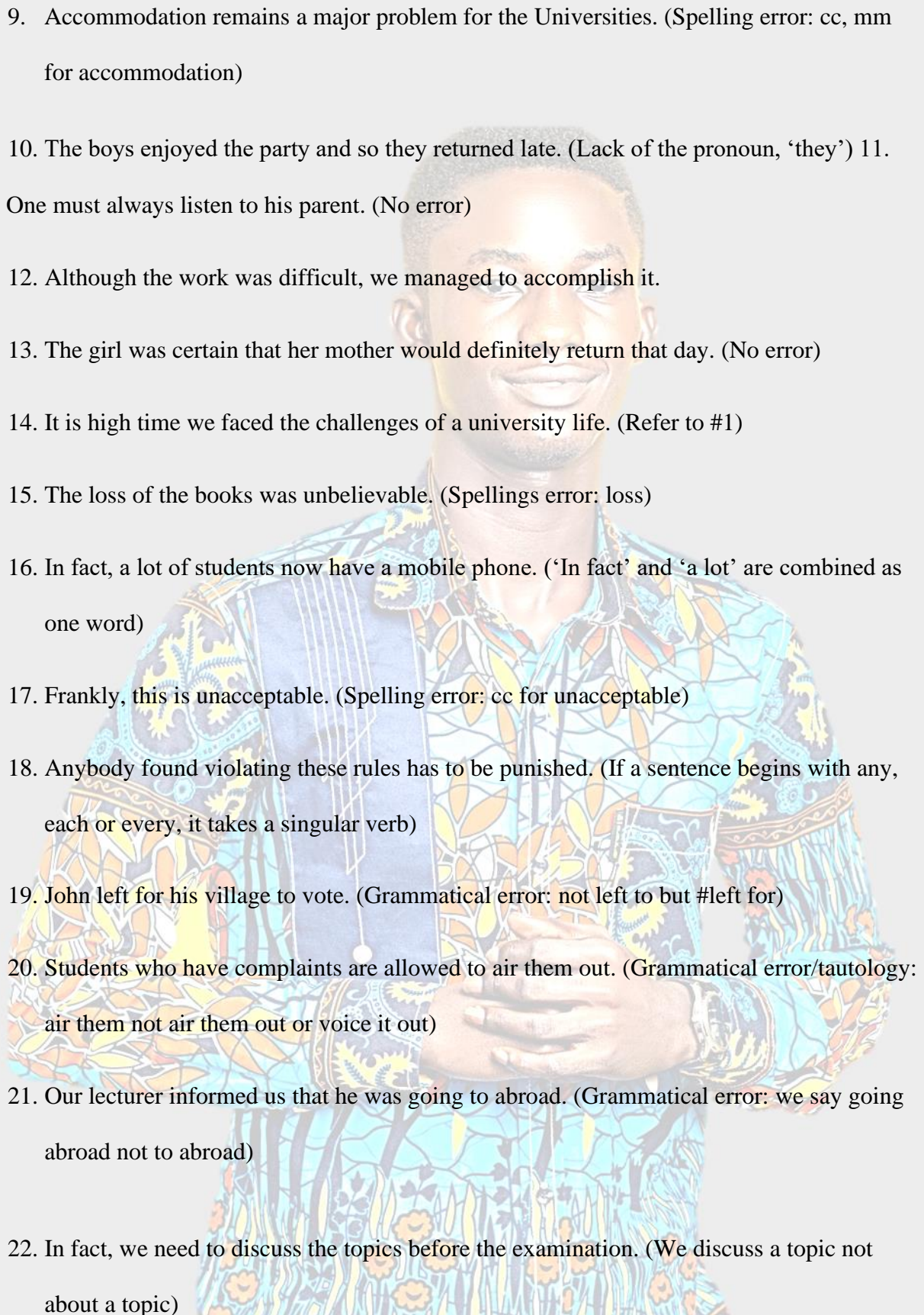
58. The lecturer advised to take us to take desert after we had eaten. 59. A man that beat his wife is a brute

### SUGGESTED ANSWERS TO REMOVAL OF ERRORS/ EDITING

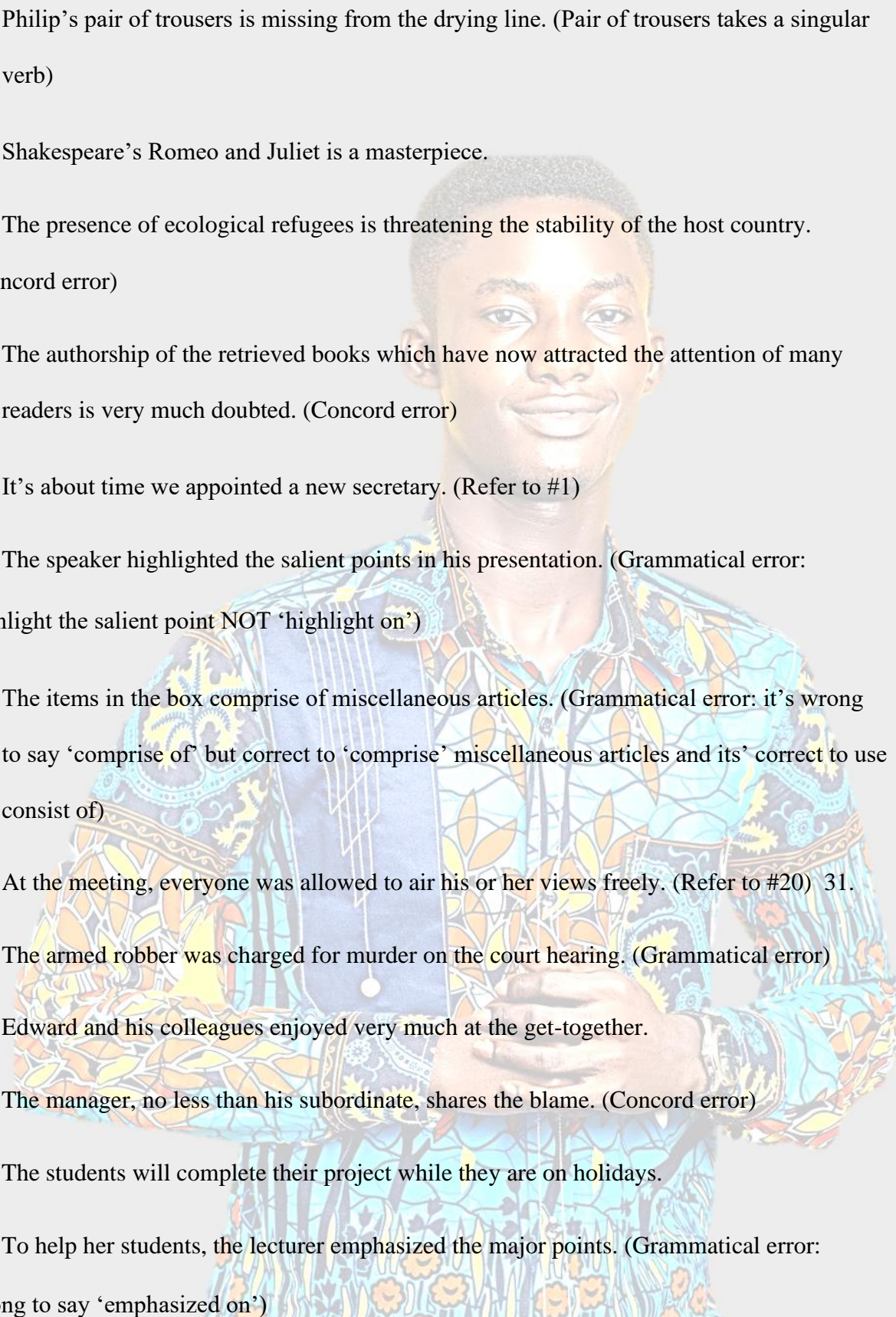
1. Young people must know that it is about time they took take control over their emotions.  
(NB. “It’s about time” always takes the verb in the past)
2. In order to avoid embarrassment, you should always comport yourself. (Spelling error: rr, ss for embarrassment)
3. In spite of his numerous good works, he lost the election. (In spite is not a one-word but separate words)
4. The committee which is investigating the recent crime present its report next week. (We don’t say ‘investigate into’ but instead, ‘investigate; a crime)
5. I was always very happy when I heard that our team has won the competition.
6. A meeting was held for Heads of Department to deliberate academic programmes (We don’t say deliberate on, but deliberate as used in this question)
7. Ninety percent of all road accidents is due to careless driving. (Irrespective of how large or small a number is, since it is in a percentage or currency, it takes a singular verb)
8. By the time we arrived at the auditorium, the place was already full. (We say arrived at not arrived in)



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- A smiling man with short dark hair, wearing a vibrant, multi-colored patterned shirt with floral and geometric designs in shades of blue, yellow, and orange. He is standing with his hands clasped in front of him, looking directly at the camera with a pleasant expression.
9. Accommodation remains a major problem for the Universities. (Spelling error: cc, mm for accommodation)
  10. The boys enjoyed the party and so they returned late. (Lack of the pronoun, ‘they’)
  11. One must always listen to his parent. (No error)
  12. Although the work was difficult, we managed to accomplish it.
  13. The girl was certain that her mother would definitely return that day. (No error)
  14. It is high time we faced the challenges of a university life. (Refer to #1)
  15. The loss of the books was unbelievable. (Spellings error: loss)
  16. In fact, a lot of students now have a mobile phone. (‘In fact’ and ‘a lot’ are combined as one word)
  17. Frankly, this is unacceptable. (Spelling error: cc for unacceptable)
  18. Anybody found violating these rules has to be punished. (If a sentence begins with any, each or every, it takes a singular verb)
  19. John left for his village to vote. (Grammatical error: not left to but #left for)
  20. Students who have complaints are allowed to air them out. (Grammatical error/tautology: air them not air them out or voice it out)
  21. Our lecturer informed us that he was going to abroad. (Grammatical error: we say going abroad not to abroad)
  22. In fact, we need to discuss the topics before the examination. (We discuss a topic not about a topic)

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23. Philip's pair of trousers is missing from the drying line. (Pair of trousers takes a singular verb)
24. Shakespeare's Romeo and Juliet is a masterpiece.
25. The presence of ecological refugees is threatening the stability of the host country.  
(Concord error)
26. The authorship of the retrieved books which have now attracted the attention of many readers is very much doubted. (Concord error)
27. It's about time we appointed a new secretary. (Refer to #1)
28. The speaker highlighted the salient points in his presentation. (Grammatical error: highlight the salient point NOT 'highlight on')
29. The items in the box comprise of miscellaneous articles. (Grammatical error: it's wrong to say 'comprise of' but correct to 'comprise' miscellaneous articles and its' correct to use consist of)
30. At the meeting, everyone was allowed to air his or her views freely. (Refer to #20) 31.  
The armed robber was charged for murder on the court hearing. (Grammatical error)
32. Edward and his colleagues enjoyed very much at the get-together.
33. The manager, no less than his subordinate, shares the blame. (Concord error)
34. The students will complete their project while they are on holidays.
35. To help her students, the lecturer emphasized the major points. (Grammatical error: wrong to say 'emphasized on')
- 



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36. The boy who won the competition was granted a scholarship.
37. The students were issued receipts after payment of fees. (Spelling error)
38. The poem, “Rosimaya” is about two lovers.
39. The squatters were asked to vacate from their building.
40. The award of scholarships and other prizes costs the school, every year, a great deal of money. (Concord errors)

