

## TOPICS: (1) Paragraph Development (2) Examination Essays

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LECTURE 9 (9<sup>th</sup> week - 19<sup>th</sup> - 23<sup>rd</sup> MARCH 2007)

### SEMINAR 1: Paragraph Development

#### Exercise 1.

- (i) List seven rules governing paragraph development.  
(ii) The following paragraph violates academic-writing rules; identify the seven problems.

For example, Socrates spent most of his life and time in creative thinking, on one hand, and philosophical discussion and instructing people in rational thinking and logical arguments. Socrates is one of the renowned philosophers between c. 470 - 399 BC. Therefore Socrates was an idealist who believed in reducibility of the universe and all k/dge in it to ideas rather than materials. Secondly Socrates believed in a method of guiding men to knowledge through the clear thought and argument, and to him much of the subject matter worth thinking and and arguing clearly about was ethics and politics in where people live. What I wanted to talk about in this essay is how Socrates refuses to believe in idealistic world.

#### EXERCISE 2

You can write an introduction of an essay by:

- (i) Showing the organisation of the essay
- (ii) Tracing the background
- (iii) Defining a key term

Using the question below, write an effective introductory paragraph using the three strategies mentioned above; read out your introductions in the seminar session.

Question:

**Assess the implementation of Education for Self Reliance in Tanzania.**

3. An essays must have a conclusion. Using three different techniques, write down three conclusions from the above question.

SECTION C: COMMUNICATION THEORY (Total 11 marks)

Q. 6 In the third column of the table below, write 'F' for false and 'T' for True against each of the statements in column two (11 0.5 mark)

i.	Body language includes things like pitch of the voice and intelligence.	T
ii.	Human capacity to listen is far less than the capacity to speak.	F
iii.	Physical noise is a barrier to communication but it is not the only barrier.	T
iv.	Communication is goal oriented	T
v.	Communication is said to be successful only if it succeeds to achieve the speaker's purpose.	T
vi.	Verbal and non-verbal communication work in complementary and supplementary relationship.	T
vii.	Attire includes things like personality and confidence.	F
viii.	In every communication the speaker or writer must have a purpose	T
ix.	Your audience's culture, the venue (setting), size of the audience, time of the day, mannerism and the nature of the topic will affect your public presentation.	T

3.5

Q. 7 a) Fill in the spaces provided with a list of elements of communication. (@ 0.5 mark)

- (i) Goal (ii) Sender/encoder (iii) Message (iv) Channel  
(v) Receiver/decoder (vi) Feedback (vii) Setting (viii) Noise

b) If you were to be a manager of an office, list down five channels/media of communication that you would employ to ensure efficiency in organizing, directing, controlling and coordinating the day to day activities and to maintain external relationships. (@ 0.5 mark)

1. Oral media: talking with workers through the live language/telephone
2. Written media such as the use of emails in the office
3. Audio or Visual media for example use of computers.
4. Audio-visual media such as the use of televisions.
5. Non-Verbal media of communication

2.5