



MUEO

MOI UNIVERSITY

OFFICE OF THE DEPUTY VICE CHANCELLOR
(ACADEMICS, RESEARCH & EXTENSION)

UNIVERSITY EXAMINATIONS

2019/2020 ACADEMIC YEAR

FIRST YEAR FIRST SEMESTER EXAMINATION

FOR THE DEGREE OF

BACHELOR OF EDUCATION

COURSE CODE: CIM 110

COURSE TITLE: COMMUNICATION SKILLS IN EDUCATION

DATE: 10TH DECEMBER, 2019 **TIME:** 9.00 A.M. – 12.00 NOON.

INSTRUCTION TO CANDIDATES

- SEE INSIDE.

THIS PAPER CONSISTS OF (2) PRINTED PAGES

PLEASE TURN OVER

MOI UNIVERSITY
DEPARTMENT OF CURRICULUM INSTRUCTION AND EDUCATIONAL MEDIA

MAIN EXAM

CIM 110: COMMUNICATION SKILLS IN EDUCATION

INSTRUCTIONS

Answer Question one and any other two questions

- Q1 a) With the aid of relevant examples define the following concepts (8mks)
- i) Front matter
 - ii) Communication channel
 - iii) Bibliography
 - iv) Supplementary examination
 - v) Study skills
- b) Critically examine six steps a principal could take to enhance communication within the context of a school. (12mks)
- c) Write down a list of FOUR books you might have encountered while on a visit to the library. (4mks)
- d) Outline the advantages of filing as a means of storing documents. (6mks)
- Q2 a) Write a paragraph detailing the causes of anxiety among candidates during examinations (6mks)
- b) Speaking and writing are considered productive skills in communication. Evaluate the advantages of writing over speaking. (14mks)
- Q3 a) Show how university students could enhance use of study groups when preparing for examinations (10mks)
- b) Highlight FIVE activities a university student could undertake to avoid anxiety during examinations (10mks)
- Q4 a) Evaluate the value of reading as a communicative skill. (12mks)
- b) Discuss FOUR practices that could interfere with reading comprehension. (8mks)
- Q5 a) List FIVE types of libraries you are familiar with. (5mks)
- b) Describe FIVE sections of a library indicating the type of library material that could be accessed from the sections. (10mks)
- c) List five aspects of a library that make it easy for one to locate library materials. (5mks)