



# **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:** 10<sup>TH</sup> DECEMBER, 2019      **TIME:** 9.00 A.M. – 12.00 NOON.

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#### **INSTRUCTION TO CANDIDATES**

- SEE INSIDE.

THIS PAPER CONSISTS OF (2) PRINTED PAGES

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**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)**