

TAKORADI TECHNICAL UNIVERSITY  
CENTRE FOR LANGUAGES AND LIBERAL STUDIES  
FIRST SEMESTER EXAMINATION-2020/2021

PROGRAMME	HIGHER NATIONAL DIPLOMA
COURSE TITLE AND CODE	COMMUNICATION SKILLS/COS 101
FACULTY	BUSINESS AND APPLIED SCIENCES
TIME ALLOWED	TWO HOURS
INSTRUCTIONS	ANSWER QUESTION 1 AND ANY OTHER TWO QUESTIONS

**QUESTION 1**

*Read the passage below and answer the questions that follow*

A major barrier to girls' education that has received much less academic and programmatic attention is sexual violence in schools. The latest UNESCO figures reveal that girls represent 53% of the 67 million children who are out of school worldwide. Sexual harassment is deadly and it should never occur in our schools because it has so many associated problems.

Sexual harassment is unwanted sexual behaviour that ranges from making sexual comments to forcing another person into unwanted sexual acts. Examples of sexual harassment include telling sexual jokes, making inappropriate gestures, staring at someone in a sexual manner and touching someone in sexual ways.

Survivors of sexual violence and abuse often experience feelings of anger, fear, shock, confusion and depression. In many instances, they blame themselves for what happened. The world that they may have felt was safe and predictable is suddenly unsafe and unpredictable.

Young people who are being harassed should do the following. Firstly, they should ask the person who is harassing them to stop. That is, the young people should be direct about what behaviour is bothering them either than that the person harassing them might interpret a lack of response as encouragement. Again they should keep record of what happened. That is, write down the date and time, describe the situation and save any notes or pictures. Moreover, they should report the harassment to the appropriate person in charge.

A victim of sexual harassment needs to go through a recovery programme to survive the pain, heal and move forward. There are several steps that survivors can take to fully recover. Talking about what happened is one of them. It is important that they share thoughts, feelings and experiences.

They can also go for a complete examination. During the examination they should have physical injuries treated as well as having their blood tested to determine if they have become infected with a sexually transmitted disease.



Another thing they can do is to seek counseling. Survivors may need counseling and support services offered in the community.

Finally, they need to practice self-defense strategies to gain confidence so that they can protect themselves from further harm.

In conclusion sexual harassment is a barrier to girl's education, it brings fear and panic to victims and above all it is illegal. Therefore, all countries should pass laws that give law enforcement agencies more power to arrest and prosecute people who are caught in sexual harassment.

- a. Write out an outline for the passage you just read. [35 MARKS]
- b. Suggest a suitable title for the passage you outlined. [5 MARKS]

### QUESTION 2

From the words in the brackets, select the one which will correctly complete each sentence. (PROVIDE ONLY THE ANSWERS)

1. The hospital which is found at the outskirts of the two neighbouring towns (has/have) been demolished.
2. The puppies or their mother (whines / whine) every dawn after 2:00 am.
3. Those two men (doesn't / don't) want anything to do with me.
4. Barbara and (me/I) decided to do business together.
5. The men in the church (sings/sing) well.
6. Ten years (are/is) a long time.
7. He is the only trader in the shopping mall who (have / has) been awarded a prize.
8. The tall building found in between the two big trees at the back of the twin hospitals (were / was) demolished two days ago.
9. Dancing at the recreational centre shared by the two communities (is / are) a group of teenagers.
10. Every student, teacher and parent (have / has) to know how much the tuition fee costs.
11. Either the blind man or the people (cherishes/cherish) each moment that passes by.
12. The waiter brought the alcoholic beverages to Sarah, Sally and (I / me).
13. The man as well as his wives (do/does) not know the cause of the fight.
14. On the rope hanged from the two skyscrapers to the other two skyscrapers (walk / walks) the athlete.
15. Fred's niece and lawyer (lives/live) with him in Tamale. (30 marks)

### QUESTION 3

*Provide the clausal elements for the following sentences*

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Example: The boy shouted

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1. The boy is handsome.
2. We named the baby this morning.
3. Come here today at 5pm.
4. Suddenly, the man died
5. Last Sunday, at 12midnight, I woke up to pray fervently.

*Write a sentence to illustrate each of the following sentences*

6. ASVC
7. SVOCA
8. VAA
9. ASVA
10. SVOOA

(30 marks)

### Question 4

*Rewrite the following sentences correcting all spelling errors*

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1. The Takoradi Technical Unvercity was inaugrated last week.
2. The wicked man decieved the woman.
3. The coupel went their seperate ways because they could not agree on anything.
4. A dezon of eggs is too much for a little boy.
5. Lucy likes going to the libray on Saturdays.
6. I wonder why most hansome men are barchelers.
7. A basket of tomantoos was left in the car.
8. I bought some French fries and pinaeple from the newly-opened resturant.
9. James demanded for his reciet from the casheir.
10. On the ocasion of my birthday I went to church.

(30 marks)