



UNIVERSITY COLLEGE
TATI

UNIVERSITY COLLEGE TATI (UCTATI)

FINAL EXAMINATION QUESTION BOOKLET

COURSE CODE	: BGE 2212
COURSE	: TECHNICAL COMMUNICATION II
SEMESTER/SESSION	: 2 - 2023/2024
DURATION	: 2 HOURS

Instructions:

1. Answer ALL questions.
2. All answers should be written in the **answer booklet provided**.
3. Write legibly and draw sketches wherever required.
4. If in doubt, raise up your hands and ask the invigilator.

DO NOT OPEN THIS BOOKLET UNTIL YOU ARE TOLD TO DO SO

THIS BOOKLET CONTAINS 6 PRINTED PAGES INCLUDING COVER PAGE

BGE 2212 TECHNICAL COMMUNICATION II

SECTION A – FUNCTIONAL GRAMMAR (20 MARKS)

Answer all questions in the **answer booklet** provided.

Part I - Read the sentence from a speech text below and write the answer for the blanks with correct Present Perfect tense.

1. Let me disagree and explain the essence the obesity spread, which, reducing the time and money being spent on meal _____ (*become*) a generally accepted trend.
2. If she _____ (*do*) this, she as a school member will also feel the effects of the cleanliness of the environment and become more comfortable.
3. Furthermore, on behalf of my friends, I would like to thank the teachers and staff who _____ (*coach*) us while studying here.
4. Therefore, let us together give thanks to Allah SWT who _____ (*allow*) us to gather in good health.
5. Tun Abd. Razak _____ (*provide*) great service and a very high contribution to building education in this country.
6. By studying diligently and respecting the teacher, all of you _____ (*turn*) good students who can carry out your obligations.
7. Freedom from all the physical and mental colonialism that this nation _____ (*experience*) for hundreds of years.
8. Some time ago, we _____ (*carry*) out a direct election democratic party.
9. However, they as a nation _____ (*prove*) that they will not cross the line in terms of division.
10. This graduation _____ (*show*) us how capable we all are of accomplishing our goals when we commit ourselves to them.

(10 marks)

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Part II - Read the sentences below and write the answer for the blanks with correct past perfect tense.

1. We were able to stay at the hotel since we _____ (reserve) a room in advance.
2. I did not have any case because I _____ (lost) my purse.
3. If I _____ (see) him, I would have told him the news.
4. The President _____ (meet) the ambassador before you introduced him to us at the event.
5. Previous Head of State _____ (establish) UCTATI before 2000.
6. The couple _____ (get) engaged before last year.
7. The baby _____ (fall) asleep before eight o'clock.
8. The usher informed the concert goers that they _____ (pay) for football match tickets.
9. When I arrived at the employment agency twenty other people _____ (arrive) before me.
10. Sharifah _____ (work) with the company for five years before she resigned and went with their rivals.

(10 marks)

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SECTION B – SHORT ANSWERS (40 MARKS)

1. Elaborate several different types of speech in public speaking.
(8 marks)
2. Provide specific purpose for topics given below.
 - i. Further Education
 - ii. Healthy Lifestyle
(4 marks)
3. Suggest suitable attention grabber and example for each topic given in question 2.
(4 marks)
4. Study the slide given, identify the errors and give suggestions to improve the slide.
(6 marks)

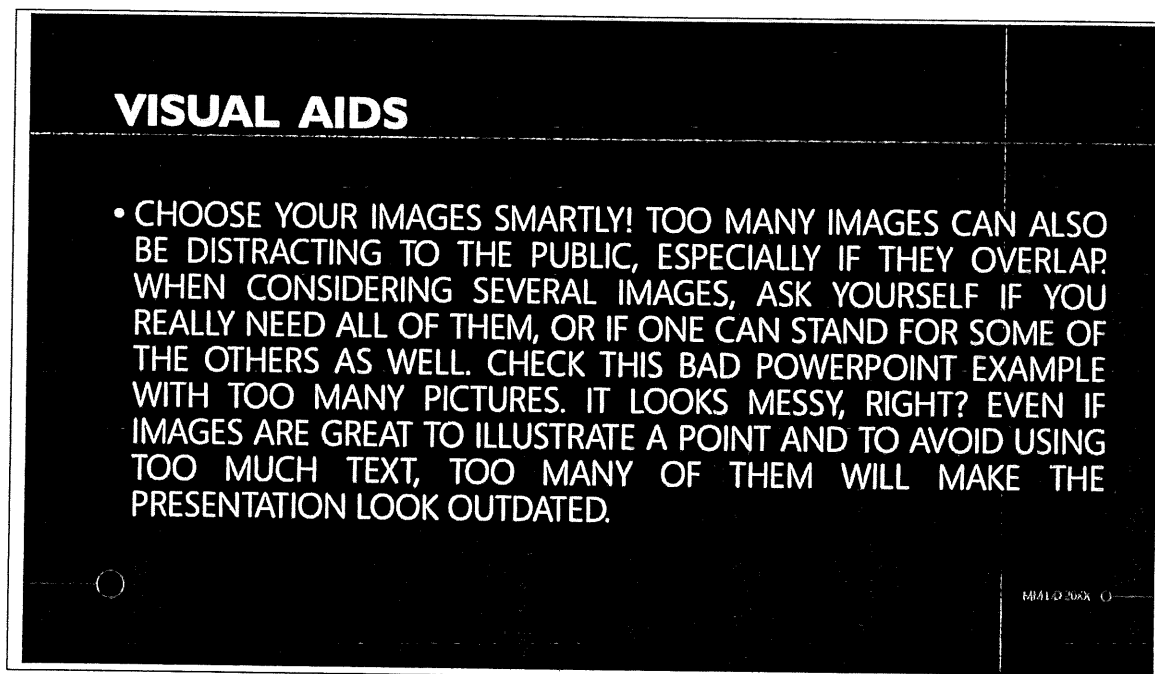


Figure 1 : Presentation Slide

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5. How does visual aids assist the presenter? Suggest five (5) ways.
(5 marks)
6. How does visual aids assist the audience? Suggest five (5) ways.
(5 marks)
7. Suggest three (3) suitable types of visual aids and examples for topic "Healthy Lifestyle".
(6 marks)
8. Give two (2) tips to use visual aids effectively.
(2 marks)

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SECTION C – WRITING (40 MARKS)

Question 1

Prepare a speech outline for the topic “Long-term Benefits of Further Study”. You may include the following information.

- Better employment and financial opportunities
- Opportunity to pursue a passion
- Improve self-confidence and well being

(30 marks)

Question 2

Based on the outline in Question 1, write a conclusion for the speech.

(10 marks)

-----End of Question-----