



Scott Christian
UNIVERSITY
A Dynamic Centre of Academic Excellence

SCOTT CHRISTIAN UNIVERSITY

School of Education

First Year, First Semester Examination for Bachelor of Education 2021/2022

UCC 102 COMMUNICATION SKILLS

Time: 2Hours

Date:

Instructions: Answer question **One** and any other **two**.

1. (a) Explain how language works in a communication process. (6 Marks)
(b) State four important properties you would consider when writing argumentative essays. (4 Marks)
(c) Explain five reasons why studying communication is important. (5 Marks)
(d) Briefly, explain five types of libraries that may be found in Kenya. (5 Marks)
2. (a) Outline the important properties of a language. (10 Marks)
(b) Discuss five functions of language in the society. (10 Marks)
3. (a) What do you consider as advantages of taking notes? Explain any four. (8 Marks)
(b) Give four tips to a First Year University student on how to take notes. (4 Marks)
(c) Explain the following terms: (8Marks)
 - i. Selective attention
 - ii. Automatic attention
 - iii. Short term memory
 - iv. Long term memory
4. (a) Explain three forms of noise that may distract a communication process. (6 Marks)
(b) Give two reasons why communication may be regarded as complicated. (4 Marks)

(c) Categorize communication in four types according to channel or medium. (10 Marks)

5. (a) Discuss various parts of a book that may be helpful when evaluating information sources for a study. (16 Marks)

(b) Using parts of a book you have described above, mention any four criteria for selecting the right book for reading. (4Marks)