



# **MAASAI MARA UNIVERSITY**

## **REGULAR UNIVERSITY EXAMINATIONS 2022/2023 ACADEMIC YEAR FIRST YEAR SECOND SEMESTER**

### **SCHOOL OF ARTS SOCIAL SCIENCES HUMANITIES AND CREATIVE INDUSTRIES**

#### **COURSE CODE: LAC 1103-1 COURSE TITLE: APPLIED WRITING SKILLS**

**DATE: 8<sup>TH</sup> DECEMBER, 2022**

**TIME: 1100-1300**

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#### **INSTRUCTIONS TO CANDIDATES**

- **Question One is Compulsory**
- **Answer Any Other TWO**

*This paper consists of .....printed pages. Please turn over.*

1. (a) You are the secretary of a committee that is planning for a fundraiser for the construction of a science laboratory. During the meeting two members are absent and nobody knows where they are. The meeting is also attended by the class teacher and a parents representative. Write the minutes of the meeting (10marks)

(b)The Chairperson of the Uwezo Fund in your sub-county has written to you in connection to a loan application you had made for your local youth group. As the secretary, write a response giving convincing reasons why the group deserves the loan. (10 marks)

2. Discuss the process of writing. (15marks)

3. Explain the following concepts as used in applied writing: (15marks)

a) Free writing

b) Writing mechanics

c) Coherence

d) Thesis statement

e) Revising

4. a)Discuss any FOUR ways to achieve text cohesion . (8 marks)

b) Examine the types of details used to develop a paragraph. (7 marks)

5. With relevant illustration, discuss five types of essays. (15 marks)

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