



# **MAASAI MARA UNIVERSITY**

**REGULAR UNIVERSITY EXAMINATIONS**

**2023/2024 ACADEMIC YEAR**

**FIRST YEAR FIRST SEMESTER**

**SCHOOL OF ARTS, HUMANITIES, SOCIAL  
SCIENCES AND CREATIVE INDUSTRIES  
CERTIFICATE IN SOCIAL WORK AND  
COMMUNITY DEVELOPMENT**

**COURSE CODE: CAS 10**

**COURSE TITLE: COMMUNICATION SKILLS**

**DATE: 28/5/2024**

**TIME: 0230-0430HRS**

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**INSTRUCTIONS TO CANDIDATES**

**Answer Question ONE and any other TWO questions**

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

### **QUESTION ONE**

1a.) Define the following course related terms:

i. Communication

ii. Library **(4 marks)**

b.) Explain two forms of communication **(6 marks)**

c.) Discuss the main elements of communication **(10 marks)**

d.) Give examples of each of the following units of English grammar:

i. Clause

ii. Phrase

iii. Sentence

iv. Word **(4 marks)**

e.) State any six hindrances to effective communication **(6 marks)**

### **QUESTION TWO**

2a.) Critically assess the **two** main types of examination questions **(6 marks)**

b.) Discuss the importance of communication to a Social Work and Community Development student **(14 marks)**

### **QUESTION THREE**

3a.) Discuss any four parts of speech that are commonly used to clarify English grammar **(8 marks)**

b.) Critically examine the various information resources in the library **(12 marks)**

### **QUESTION FOUR**

4a.) Assuming that you are reading a book entitled, Crime and Deviance in Urban Centres, explicate the systematic application of the SQ4R technique for effective reading. (Note that you can hypothesize the information in the book) **(12 marks)**

b.) Give two examples of each of the following types of sentences:

i. Simple sentence

ii. Interrogative sentence

iii. Exclamative sentence

iv. Imperative sentence **(8 marks)**

### **QUESTION FIVE**

5.) Imagine that you are the newly appointed community administrator in your area and you have been invited to give a speech on moral decay among the youth. Write an essay showing the possible causes and remedies to moral decay in the society. **(20 marks)**

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