CHUKA   **UNIVERSITY**

UNIVERSITY EXAMINATIONS

THIRD YEAR EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF ANIMAL SCIENCE, HORTICULTURE, AGRICULTURE, AGRIBUSINESS MANAGEMENT, AGRICULTURAL ECONOMICS AND AGRICULTURAL EDUCATION AND EXTENSION

AGED 314: TECHNICAL WRITING AND REPORTING

STREAMS: BSC AGED, AGBM, AGEC, AGRIC, ANSC & HORT   TIME: 2 HOURS

DAY/DATE: TUESDAY 04/12/2018   **8.30 A.M. – 10.30 A.M.**

INSTRUCTIONS:
- **Answer question ONE and any other three questions.**
- **Do not write on the question paper.**

Q1.   (a)   Distinguish between the following terms used in technical writing and reporting.

        (i)   Argumentation and description
        (ii)   Operational definition and negative definition
        (iii)   Notes and foot notes   (6 marks)

       (b)   Give four reasons for audience analysis.   (4 marks)

       (c)   Explain the importance of the following sections of a report.

        (i)   Abstract   (4 marks)
        (ii)   Recommendation   (2 marks)
        (iii)   Background information   (3 marks)
        (iv)   Literature review   (6 marks)

Q2.   Chuka International Development Agency Operating in the country and is interested in funding a project in your community in one of the following fields.

       (i)   Control of environmental degradation

       (ii)   Improved nutrition through the consumption of fish from home fish ponds.

(iii)   Reducing rural-urban migration through the enhancement of local agro-based
        industries

Since funding is made on a competitive basis, explain the argument you would
        put forward in your proposal to convince each audience category that your
project   is worth funding.   (15
marks)

Q3.   (a)   Differentiate between formal and informal reports.   (5 marks)

        (b)   Explain ways in which a technical report should be written to fit the various
                audience.   (10
marks)

Q4.   The following results were obtained from field research carried out by three researchers
        from Igambangombe University

        Table 1: Relationship of environmental temperatures,
                Feed intake and water
                Consumption in cattle /350kg heifers

Temp ^0C	Water intake in litres	Water in lit/ Kg DM	DM intake as a % of weight
4	20	1.5	4.0
10	20	1.7	3.7
22	30	2.2	3.9
28	35	2.9	3.45
34	53	7.0	2.16
37	73	7.5	2.78

        (a)   Illustrate the above results using a suitable visual aid.   (5 marks)

        (b)   Describe the general trend shown by the results.   (5 marks)

        (c)   Explain the results on the table 1.   (5 marks)

Q5.   (a)   (i)   Explain the term plagiarism.   (1 mark)

                (ii)   Explain four ways of avoiding plagiarism.   (4 marks)

        (b)   Explain the various parts contained in an instructional manual.   (10 marks)