

CHUKA



UNIVERSITY

UNIVERSITY EXAMINATIONS

IGEMBE CAMPUS

**EXAMINATION FOR THE AWARD OF DEGREE OF
BACHELOR OF**

COMS 101: COMMUNICATION SKILLS

STREAMS: SB/P/T

TIME: 2 HOURS

DAY/DATE: MONDAY 14/12/2020

8.30 AM – 10.30 AM

INSTRUCTIONS:

- **ANSWER THREE QUESTIONS**
- **QUESTION ONE IS COMPULSORY**

1. a) Discuss four principles of communication giving clear illustrations. (20 Marks)
 - b) Explain three types of non-verbal communication. (6 Marks)
 - c) Discuss the various functions of a conclusion in a speech. (4 Marks)
 2. a) Explain in detail four barriers of communication giving clear illustrations. (12 marks)
 - b) Highlight four poor reading habits. (8 Marks)
 3. a) The listening process involves a number of activities. Discuss these five activities. (20 Marks)
 4. a) Identify five ways of introducing a speech to an audience. (10 Marks)
 - b) Discuss the SQ3R effective reading strategy. (10 Marks)
 5. a) Discuss the various types of Libraries. (10 Marks)
 - b). Explain the various types of paragraphs found in an essay. (10 Marks)
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