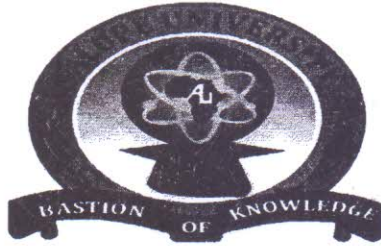


CIM 110



OFFICE OF THE DEPUTY VICE CHANCELOR  
ACADEMICS, RESEARCH AND STUDENT AFFAIRS

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## UNIVERSITY EXAMINATIONS

### 2023/2024 ACADEMIC YEAR

FIRST YEAR FIRST SEMESTER REGULAR EXAMINATION

FOR THE DEGREE OF BACHELOR OF  
EDUCATION (ARTS)

**COURSE CODE: CIM 110**

**COURSE TITLE: COMMUNICATION SKILLS IN  
EDUCATION**

**DATE: 15<sup>TH</sup> DECEMBER, 2023**

**TIME: 2:00 PM – 5:00 PM**

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### INSTRUCTION TO CANDIDATES

- SEE INSIDE

**THIS PAPER CONSISTS OF THREE PRINTED PAGES**

**PLEASE TURN OVER**

**INSTRUCTIONS TO CANDIDATES**

- i. Answer Question ONE and any other TWO questions.
- ii. Do not write on the question paper

**Question One**

The development of adequate reading and writing skills is central to the success of any university student. Based on this statement:

- a) Discuss any SEVEN elements of text organization that would be helpful for a student trying to find information in a book. (14 Marks)
- b) State any SIX sources of information. (6 Marks)
- c) Describe each of the following vital skills in the reading process:
  - i. Skimming (2 Marks)
  - ii. Scanning (2 Marks)
  - iii. Critical reading (2 Marks)
- d) Explain how a student would make use of the following sections of a book when reading to get information:
  - i. Glossary (2 Marks)
  - ii. Index (2 Marks)

**Question Two**

For a university student to benefit from a lecture, effective listening skills are required. Based on this view:

- a) Discuss any FIVE strategies a student should ensure in order to effectively listen during a lecture. (10 Marks)
- b) Explore any FIVE factors to consider when taking notes during a lecture. (10 Marks)

**Question Three**

Every student is required to prepare adequately for examinations and have knowledge of the examination procedures. Based on this statement:

- a) A first-Year student was seen requesting an invigilator to give back to her the examination booklet she had handed in. Describe any THREE situations that may have prompted such action. (6 Marks)
- b) Distinguish between a main examination and special examination. (4 Marks)
- c) Explain any TWO disadvantages of supplementary examinations. (4 Marks)
- d) Comment on THREE possible ways academic groups can be used to prepare for examinations. (6 Marks)

**Question Four**

Every university student must understand the functioning of the library in order to utilize it effectively. In reference to this statement:

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- a) Describe the procedure of locating a book in the library. (6 Marks)
- b) Explain the nature of reading materials found in any FIVE sections of the library. (10 Marks)
- c) Identify FOUR places where a book could be in the library if not on the shelves. (4 Marks)

**Question Five**

A university student is required to develop language skills for effective communication in the classroom. Based on this assertion:

- a) Discuss any FIVE possible causes of inaccuracies when undertaking writing tasks. (10 Marks)
- b) Expound any FIVE elements of communication process in the language classroom. (10 Marks)

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