

BINDURA UNIVERSITY OF SCIENCE EDUCATION
DEPARTMENT OF LANGUAGES AND COMMUNICATION SKILLS
FINAL EXAMINATION

PC 103: COMMUNICATION SKILLS

TIME: THREE (3) HOURS

INSTRUCTIONS TO CANDIDATES:

- Section A is compulsory.
- Answer any TWO (2) questions from Section B.
- Marks for each question are indicated in brackets.
- Write legibly in the English Language.
- Errors in grammar, punctuation and spelling will be penalised.
- Credit will be given for clear, well organised and coherent responses.

5 NOV 2021

SECTION A [COMPULSORY]

[TOTAL 25 MARKS]

1. a) Comprehensively define referencing with the aid of illustrations. (5Marks)
 - b) Why is referencing necessary in academic writing? (5Marks)
 - c) Identify and distinguish two referencing styles mainly used in academic writing. (5Marks)
 - d) Define plagiarism and suggest ways by which a tertiary student may avoid it. (10Mark)
- [25 Marks]**

SECTION B

[TOTAL 50 MARKS]

2. Examine the strengths and weaknesses of writing as a product and writing as a process. Give examples of writing as a product and writing as a process from two academic fields of your choice **[25 Marks]**
3. Discuss with relevant examples the following types of communication and their implication to effective communication.
 - a) Intrapersonal Communication, (5Marks)
 - b) Interpersonal communication, (5Marks)
 - c) Small Group Communication, (5Marks)

d) Public Communication and

(5Marks)

e) Mass Communication.

(5Marks)

[25 Marks]

4. "Effective studying requires effective reading." In line with the above postulation, explore any one reading theory learnt for this course.

[25 Marks]

5. Examine at least five barriers to effective listening and prescribe solutions for each of them

[25 Marks]