

THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATIONS COUNCIL
DIPLOMA IN SECONDARY EDUCATION EXAMINATIONS

COMMUNICATION SKILLS

724

Time: 3 Hours

Wednesday, 06th May 2015 p.m.

Instructions

1. This paper consists of sections A and B.
2. Answer **all** questions in section A and **four (4)** questions from section B.
3. Section A carries 40 marks and section B carries 60 marks.
4. Cellular phones are **not** allowed in the examination room.
5. Write your **Examination Number** on every page of your answer booklet(s).

function of introductory

SECTION A (40 Marks)

Answer **all** questions in this section.

1. (a) What is tense?
(b) Mention three uses of the present continuous tense.
2. Outline four advantages of extensive reading.
3. (a) Define the term "noise" as used in communication.
(b) Briefly explain any three forms of noise. Internal
External
Semantic
4. Briefly explain four components of communication.
5. (a) Define reading for comprehension.
(b) Write in short three purposes of reading for comprehension.
6. Mention four functions of non-verbal communication. Repetition
Substitution
Complementary
Accenting
Contradiction
7. Outline four characteristics of a good library.
8. Write four reasons on why an introduction is important in oral presentations.
9. Identify four uses of note-making skills to a student teacher.
10. Give meaning of the following terms:
(a) Scanning
(b) Skimming
(c) Intensive reading
(d) Extensive reading. Help learners to concentrate
Help learners to read closely
Int resources
Help learners to create habit of reading
Maintain record for future
Equip learners with skill

SECTION B (60 Marks)

Answer **four (4)** questions from this section.

1. With examples, discuss six types of essay. *Expository essay, - Argumentative essay
Descriptive essay - Narrative essay*
2. Explain the following terms by giving two relevant examples in each:
 - (a) Blending
 - (b) Reduplicative
 - (c) Conversion
 - (d) Acronym
 - (e) Coinage.
3. Explain six types of interview by giving one example in each type.
4. Illustrate six uses of the simple present tense by giving two examples in each case.
5. Describe six guidelines for good report writing.
6. Explain three advantages and three disadvantages of the internet as a source of information.
7. By using six points, explain how classroom presentation can help student teachers in developing communication.
8. Explain six factors that make the process of note taking in the lecture room more complicated.