

**THE UNITED REPUBLIC OF TANZANIA
NATIONAL EXAMINATION COUNCIL OF TANZANIA
GRADE A TEACHERS' CERTIFICATE EXAMINATION**

624

COMMUNICATION SKILLS.

Time: 3 Hours.

Year: 2015

Instructions

1. This paper consists of sections **A**, and **B** with a total of **fourteen (14)** questions.
2. Answer **all** questions in sections A and **four (4)** questions from section B.
3. Section A carries **forty (40)** marks and section B carries **sixty (60)** marks.
4. Mobile phones and unauthorized materials are **not allowed** in the examination room.
5. Write your **Examination Number** on every page of your answer **booklet(s)**.

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SECTION A (40 Marks)

Answer all questions in this section

1. Mention four types of objective test items and explain how each works in assessing learners.
2. State four principles of effective communication and explain how they can be applied in a school meeting.
3. Identify four types of reading and give one advantage for each type.
4. Mention four qualities of a good speaker and explain how each helps in keeping the audience engaged.
5. Differentiate between a dictionary and an encyclopaedia by giving four differences.
6. Mention four internet search engines apart from Google and explain one feature of each.
7. State four purposes of using visual aids in lesson delivery and explain each in detail.
8. Mention four functions of punctuation marks and explain how they improve clarity in writing.
9. Outline four techniques of note-taking and explain how each can be used in a classroom setting.
10. Mention four types of noise in communication and explain how each can affect the teaching process.

SECTION B (60 Marks)

Answer any **four** questions from this section. Each question carries 15 marks.

11. Discuss six importance of studying communication skills for a student-teacher.
12. Describe six ways in which multiple teaching methods can improve lesson delivery.
13. Write a short composition of about 150 words on the topic: “The Role of Technology in Modern Education.”
14. Identify six types of oral presentation and explain how each can be applied in a teaching context.
15. Discuss six functions of a thesaurus to a student-teacher.
16. Explain six advantages of making notes while preparing for an examination.