



UNIVERSITY OF MINES AND TECHNOLOGY, TARKWA

FIRST SEMESTER EXAMINATIONS, NOV/DEC 2018

COURSE NO: GM/GL/MN/MR/PE/ES/MC/ES/MC/EL/MA/CE/RN 157

COURSE NAME: COMMUNICATION SKILLS I

CLASS: BSc I Unihubgh.com **TIME:**
3 HOURS

Name: _____ Index Number: _____

THERE ARE FIVE SECTIONS: A, B, C D AND E. ANSWER ALL QUESTIONS. USE YOUR ANSWER BOOKLETS FOR ALL. PLEASE READ INSTRUCTIONS CAREFULLY AT EACH SECTION.

SECTION A (10 MARKS)

Choose and write down the letter and the correct answer from the options lettered A-D (1 each)

- The process by which individuals or groups share attitudes, ideas and information can best be described as
A. text messaging C. signalling
B. communication D. queuing
- The sender of a message is also the same as the
A. encoder C. encoding
B. destination D. channel
- The receiver of a message can also be referred to as the
A. destination C. decoding
B. message D. channel
- The medium through which a message is packaged and conveyed is called
A. destination C. encoder
B. message D. channel
- The two main types of vertical communication are
A. verbal and non-verbal C. channel and medium B. upward and downward D. interpersonal and intrapersonal
- What makes communication a process?
A. It has several sources C. It has several audiences
B. It is ongoing and dynamic D. It has a channel
- The main purpose of communication is to
A. express one's displeasure. C. spark tribal conflicts.
B. nurture relationships among individuals D. control those who oppose us. and groups.
- Whatever the source attempts to share in a communication is the
A. Channel C. Encoder
B. Decoder D. Message
- With, communication becomes a cycle
A. feedback C. channel
B. decoding D. encoding
- Communication noise can be described as
A. any factor that brings communicators together. C. any factor that disturbs, confuses or interferes with the communication process.

- B. any factor that fuels the communication D. any factor that engages communicators. process.

SECTION B (15 MARKS)

(You will be awarded up to one (1) mark each for good handwriting, good presentation and good use of English, including correct spelling and punctuation)

1.
 - i. Identify any **TWO (2)** reading faults. (4 marks, 2 each)
 - ii. Briefly explain the reading faults you have identified in **i.** while indicating how the reader can avoid them (8 marks, 4 each).

SECTION C (15 MARKS)

1. Construct ONE (1) sentence with each of the following sentence patterns (1 each):

- | | |
|-----------------------|-----------|
| i. S + V | ii. S |
| + V + O | iii. S |
| + V + C | iv. S |
| + V + O + C | |
| v. S + V + O + O | |

2. Identify the structures of the following sentences (Show the divisions with a forward slash and just write SVC, SVO, SVA, etc. against the sentence) (10 marks, 1 each)

Example: London/ is /the capital of England (SVC)

- i. The brave man killed the lion yesterday.
- ii. Last year Jane sent her mother a Christmas card after
Christmas. iii. I will order assorted drinks for my family.
- iv. Tomorrow we shall ordain Mr Thompson Priest. v. Joan
danced gracefully at the ball.
- vi. You look very beautiful this morning. vii. Every day,
we visit our grandmother. viii. James ordered a lot of
drinks for his friends at the party.
- ix. Gari and beans is many students' favourite food. x.
Every student can pass this examination.

SECTION D (10 MARKS)

1. The sentences below contain a mixture of correct and incorrect subject-verb combinations. Read the sentences carefully. Write correct against the correct sentences and where the subject and verb do not agree, change the verb to agree with the subject (5 marks, 0.5 each).

- i. The contribution of the writers convince me that there is life after death.
- ii. Popular books in Ghana include *The Beautiful Ones are Not Yet Born*.
- iii. My sister is one of the women who sings in the choir.
- iv. You who was first in the competition should lead the team.
- v. Not only James but his parents believes that the boy can do well if he is given the chance.
- vi. My mother together with several other women work in the firm.
- vii. Neither threats nor hostile action scare the enemy.
- viii. The headmaster concluded that neither James nor I am guilty.
- ix. Statistics on voting in Ghana shows that every eight years, the government changes.
- x. The car with many riders were speeding around the curve.

2. The passage below contains subject/verb agreement errors. Copy the passage and correct the verbs to match appropriately with their subjects (5 marks, 0.5 each)

If men of knowledge likens technology to a mountain which mankind are climbing to reach the summit, it is astonishing to see how man have remained in the valley. Creatures to which the name “man” have been applied have been living on the earth for 500, 000 years or more. But during the greater part of that period, man relied on the power of his feeble arms, on the speed of his legs, and later, on the strength of the beast he tamed and bred. Perhaps, because it have not seemed a challenge to him so as to think about inventing mechanical aids while human labour, earning low wages, was still so cheap, he did not start inventing them early. Machines was invented and built in a matter of just 200 years from the steam engine and petrol motor to the jet engine and the rocket. What is more, the steam engine reigned unchallenged for almost 100 years until the coming of the internal combustion engine. Mails machines, not only helps him to travel faster, but they also makes him stronger which is far more important.

SECTION E (10 marks)

Rewrite the following sentences correcting all errors of ambiguity, misplaced and dangling modifiers (2 each)

- i. They have increased petrol again.
- ii. She wore a bicycle helmet on her head that was too large.
- iii. The patient was referred to the physician with stomach pains.
- iv. The armed robber hid his gun in the room under his bed in a sack.
- v. Painting for three hours at night, the kitchen was finally finished by Maggie.

Examiners: Assoc Prof Dr Mrs P. B. Mireku-Gyimah/Dr Mrs C. Addei/Mr E. Arhinful/Mr P. B. Ansah