GST 110 2018 EXAM

question : One of the underlisted is NOT a strategy for writing effe tive technical reports

answer : reports should be declaratory

option : reports should be informative

option : reports should be based on research

option : reports should be clearly organised

question : A non-technical report is charactised by

option : intensity

answer : subjectivity

option : non-technical method of analysis

option : non-technical interpretation of data

question : In technical report writing, the language often used is.....................

option : highly packed conventional language

option : figures of speech decorated with odioms

option : jocular and graphical discipline registers

answer : highly tecnical and packed with meaning

question : which one of the underlisted is true of tecnical report writing?

option : In reporting findings, numbers and dimensions are exact when appropriate

option : Graphs and tables are also used to clarify results

answer : A and B

option : only B

question : The chief aim of writing technical report is to .......................

answer : inform and persuade the readers on an issue by providing facts from verifiable evidence.

option : create and persuade the readers through creating suspense

option : inform and persuade the readers through a complex and specialised process

option : inform and persuade the readers on an issue by giving logical opinons to convince them.

question : Which one of the underlisted is odd among others?

option : empirical research

option : experimental research

option : case study research

answer : hypothesis research

question : In a survey research report writing, the researcher collects information using

option : observation

option : library records

answer : questionnaire

option : visitations

question : In research report writing, literature review contains...............

option : summary, evaluation, critique of related research topics

option : review of related research materials previously done

answer : A and B

option : Only B

question : Writing a research report involves all the skills listed below except one. Tick that one.

option : Critical thinking and accurate reading

option : Use of library and proper judgement of sources

answer : appropriate motivation by language initiative

option : evaluation and interpretation of information

question : The type of library set up for the use of restricted audience within an organization is known as

option : private library

answer : academic library

option : school library

option : national library

answer : special library

question : Any interface that keeps a message from being understood or accurately interpreted is known as

option : obstruction

answer : noise

option : sound

option : intrusion

option : communication break down

question : The section of research report writing which explains the techniques employed, variables controlled sampling and research procedure adopted is called.............

answer : methodology

option : hypothesis

option : discussion

option : abstract

question : An information seeking method where the opinions of knowledgeable and dependable persons are sampled on issues under consideration is called...............

option : questionnaire

option : appendices

option : discussion

answer : interview

question : Language items mostly used in reporting procedure sections of experiments are in ...................

option : active voice forms

option : norminal forms

answer : passive voice

option : indefinite forms

question : Retrieval devices are carried out in the following two ways

answer : shelving and processing

option : filing and searching

answer : cataloguing and classification

option : accessing and controlling

option : charging and discharging

question : The elements of communication include all but One of the following...........

option : the source

option : the message

answer : the action

option : the feedback

question : The stage in the communication process when an encoder initiates communication is the ................

option : transmission stage

answer : simulation stage

option : interraction stage

option : interpreting stage

question : The communication process is incomplte without...............

answer : a feedback

option : the elements

option : comprehesion

option : a source

question : Interference in communication that results from depression or poor mental attitude to communication is known as

option : physical barrier

answer : psychological

option : linguistic barier

option : physiological

question : One major advantage of oral communication is that.............

answer : it is applicable to the literature and illiterature

option : it benefits the illiterature more

option : it helps the literature in writing

option : it cannot be used for official communication

question : The type of essay writing that tells a story in a sequence of events, telling what happened, when, how and possibly where, is called a......

option : descriptive essay

option : expository essay

option : declarative essay

answer : narrative essay

question : A major advantage of ...................method of enquiry is that the tone of voice, facial expression, body language, hesitation can provide more information to the information seeker.

option : analysis

option : observation

option : questionnaire

answer : interview

question : In organising public lectures.................are invited and requested to talk on issues of general interest for the benefit of society.

answer : distinguished intellectuals, professionals and experts

option : secretaries of various schools

option : touts from agencies

option : lecturers from various technology-based universities

question : Only one of the underlisted options is true of excursions and fields trips.

answer : students interact with one another to witness the practical aspects of theories

option : students witness a change of environment with new gadgets

option : students interract with one another

option : students spend a lot of time travelling to new areas.

question : The hypothesis usually grows out of ...................

answer : Observation

option : Guess work

option : Discussion

option : Meditation

option : Experiment

question : A research report is used in scientific study to

option : Present the summary of the study

option : Present the minutes of a meeting

answer : Present the results of a study

option : Present the outcome of a debate

question : The most important of all sections in writing the report of an experiment is

option : Abstract of the study

option : Procedure of study

answer : Discussion of results

option : Conclusion

question : Communication is the key word around which life

answer : Resolves

option : Stays

option : Begins

option : Ends

question : Communication is................to all human activities

option : Dangerous

option : Everything

answer : Crucial

option : Irrelevant

question : In a questionnaire, open-ended questions are…..

option : Are questions that are easy to answer

option : Those where long answers are required

option : The answers may be incomplete

option : The questions are open completely

answer : The questions are open to interpretation

question : Communication is …

option : The process of sending and manipulating messages

option : The process of receiving and registering messages

answer : The process of sending and receiving messages

option : None of the above

question : Communication skills are required in

option : Teaching

option : Listening

option : Asking questions

answer : All of the above

question : Types of non-verbal communication include…..

answer : Eye contact, clothing, facial expressions, and body language

option : Facial expressions, eye contact, gestures and singing

option : Hand gestures and facial expressions only

option : Spoken and writing words

question : A continued dialogue between the sender and receiver is called…..

option : A feedback loop

option : Decoding

option : Encoding

answer : Effective listening

question : Which element of the communication process gives meaning to the message?

option : Speaker

answer : Listener

option : Channel

option : Situation

question : What role does encoding play in the communication process?

option : It is the method by which a message is sent

option : It is the process of interpreting a message sent

answer : It is the process of transforming a thought into a message

option : None of the answers are correct

question : What is the best explanation of a communication channel?

answer : A radio station

option : The process of encoding

option : The verbal communication process

option : The medium of the message.

question : What is noise?

option : Sound

option : Unknown high sound that hinders transmission of a message

answer : Anything that hinders understanding of a message

option : None of the above

question : In which of these two sentences is a verb used as a noun?

option : Students population is increasing rapidly and the university needs to provide more accommodation in order carter for every student.

answer : There is rapid increase in the population of students and the university needs to provide more accommodation in order to carter for every student.

question : In which of the following sentences is a noun used as a verb?

answer : The temperature of the planet is rising as a result of global warming.

option : The rise of the planet’s temperature is a result of global warming.

question : Technical reports present conclusions based on….

option : Impression

answer : Investigation

option : Belief

option : Intuition

question : A population census is an example of …..research.

answer : Empirical

option : Clinical

option : Survey

option : Inductive

question : The final stage of the research process is …..

option : Problem formulations

option : Data collection

answer : Report writing

option : Data analysis

question : Research by observation is a physical and……activity.

option : Social

answer : Mental

option : Psychological

option : d. Personal

question : Research is …..

option : Searching again and again

option : Finding solutions to any problem

option : Searching for truth in a scientific way

answer : All of the above

question : Which of the following is the first step in starting the research process?

option : Searching sources of information to locate problems

option : Survey of related literature

answer : Identification of problem

option : Searching for solutions to problems

question : In the process of conducting research, formulation of hypothesis is followed by

option : Statement of objectives

option : Analysis of data

answer : Selection of research tools

option : Collection of data

question : A journal is a collection of

option : Stories

option : Description

answer : Articles

option : Narratives

question : A magazine can be described as a collection of…………

option : Academic and scholarly references

option : Historical national events

option : Humorous articles

answer : Diverse material

question : When evaluating a source of information, you should consider

option : the purpose of the source

option : how current is the source

option : the scope of the source

answer : all of the above

question : What Kind of information is usually presented in the limitation section of a research report?

answer : Influences that may have prevented a more thorough research.

option : An outline of the extent of the research study

option : An outline of the limit of historical background of the research study

option : An explanation of the extent of research tools used to gather the data

question : In a questionnaire, close-ended questions are those where …..

option : The questions and answers are close to each other

answer : The answers are given as options

option : Short answers are required

option : The questions are clear and direct

question : The qualities of a researcher are

option : Sprit of enquiry

option : Reliance on observation and evidence

option : Systematization of knowledge

answer : All of the above

question : The method of collecting data through observation, experimentation, formulation and testing of hypothesis is known as….

answer : Empirical method

option : Scientific method

option : Scientific information

option : Practical knowledge

question : Information acquired by experience or by experimentation is called

option : Facts

option : Scientific

option : evidences

answer : Empirical

question : What is the main job of the title of a research?

option : The title is a clever page

answer : The title characterizes the report

option : The title gives a quick version of the results

option : None of these

question : What is the benefit of subheadings?

option : They relate the material to theme of the report

option : They keep the material in a logical order

option : They keep the material in a meaningful order

answer : All of the above

question : Which of the following presents the sections of a research report in correct order?

option : Title page, abstract, introduction, method, results, discussion, conclusion, references

option : Title page, abstract, introduction, method, results, discussion, conclusion, references, appendices.

answer : c. Title page, abstract, introduction, method, results, discussion, conclusion, references, appendices.

option : Title page, abstract, introduction, method, results, discussion, conclusion, appendices.

question : When would you write the abstract?

answer : Once you are aware of the results

option : After the main sections of the experiment has been drafted

option : Before the introduction and after the title

option : After the introduction and methods sections are completed

question : In what tense should the introduction of a research be written?

option : Future

option : Past

answer : Present

option : None of these

question : What does the results section highlight?

option : Psychological interpretation of findings

answer : Outcome of data analysis

option : The success of the study

option : All of these

question : Writing a research report is best regarded as…

option : Something most students find easy

option : An unnecessary chore

answer : A skill

option : ust like essay writing

question : As an undergraduate student of this University, how would you explain the concept of oral communication to your younger ones in secondary school?

option : Oral communication means talking to yourself

option : Oral communication means reading aloud only

answer : Oral communication means communicationg by words of mouth

option : Oral communication means radio talks

question : Which of the following is not an advantage of oral communication?

option : It gives room to warmth and interpersol relationship.

answer : It lacks performance

option : It combines sight and sound

option : It is an accurate reflection reflection of thought and attitude of the speaker

question : Written communication could be a disadvantage if

option : It serves as a record

option : It reduces the chance of distortion

option : It can convey complex messages

answer : It may be laborious

question : All the options below are the requirements of verbal communication,except

option : Use of words, oral or written

answer : Use of body language

option : Use of numbers

option : Use of vocabulary

question : Which of the options lettered A to D is Not an example of written communication?

option : Letters

option : Lecture notes

answer : Mimming

option : Drafts

question : Effective communication involves all, except one of the options listed A to D below. Identify the wrong option.

answer : Being a bi-lingual

option : Being clear about what to say

option : Making the communication encounter to be interactive

option : Avoiding vague expressions

question : Noise in communication could be caterised in all these areas, except one. Identify the odd category.

option : Physical noise

option : Psychological noise

option : Linguitic noise

answer : Loud music or market noise

question : Which of the following is the most recommended and most available source of information to students?

option : Library

option : Textbooks and journals

answer : Lectures

option : Seminars

option : Magazines

question : An examination question that asks you to 'Analyse' expects you to

option : Give the meaning of something

option : Arrange into groups

option : Answer fully with reasons

answer : Devide into parts and decsribe each

question : "Distillation is a process which is used to separate substances from a mixture". This sentence is an example of

option : Explanation

option : Discussion

answer : Elaboration

option : Definition

question : Breakdown in communication can occur at these levels except one

option : grammatical

option : phonological

option : semantic

answer : geometrical

question : When a lecturer increases his/her tone of voice while delivering lectures, this is an example of

option : Verbal communication

answer : Paralanguage

option : Distance

option : Body language

question : One of the advantages of written communication is that

option : it is tasking and hazardous

answer : materials can be read

option : the writer is literate

option : it is historical

question : One of these is not a variety of research

option : experimental research

option : observation research

option : case study

answer : interview research

question : A ‘’report’’ can also be referred to as

option : A summary

answer : A record

option : policy

option : past action

question : The most important skill needed in Technical Report is-

option : Description

option : Narration

answer : Exposition

option : Argumentation

question : Activities such as information, classification, Explanation, instruction etc. are needed in

option : Description

option : Argumentation

option : Narration

answer : Exposition

question : Exemplification mode begins with

option : Generalization followed by main points

option : Main points followed by generalization

answer : Generalization followed by examples

option : Examples followed by generalization

question : In writing technical report, there is emphasis on

option : Functional words

answer : Content words

option : Unfamiliar words

option : Synonymous words

question : The objectivity in Technical report writing is expressed through the use of-

option : Complex phrases

option : Complex noun clusters

answer : Impersonal forms

option : Special vocabulary

question : Students should beware of deceptive questions such as questions………..

option : without instructions

answer : with double negatives

option : with unclear questions

option : with difficult questions

question : In answering questions each word in the question should be

option : Studied carefully

answer : Interpreted fully

option : Read many times

option : Written out correctly

question : Technical Report is based on –(used)

option : Facts and opinion

answer : Facts and evidence

option : Facts and examples

option : Facts and figures

question : Technical Report means report based on

option : Reading and writing

option : Speaking and hearing

answer : Experience and observation

option : Information and communication

question : Girl education is better than the boy education’’ Agree or disagree with this assertion. The student is expected to

option : Annotate

option : Deduce

answer : Juxtapose

option : Assume

option : Predict

question : Pick the odd item

answer : Classify

option : Assess

option : Evaluate

option : Criticise

option : Discuss

question : One of them does not belong to this group

option : Tittle

answer : Review of Literature

option : Abstract

option : Apparatus

option : Aim

question : Select the odd item

option : Understanding the question

option : Language and style

answer : Analyse

option : Appropriate

option : Temperament

question : The major essence of language to humans is to convey

answer : Message

option : Signs

option : Symbols

option : Meanings

question : Which of the following does NOT describe the theory of technical writing?

answer : The subject matter is famous and entertaining

option : Technical writing is the accumulative process of researching, organizing and presenting information for a specific audience.

option : Technical writing is an objective approach to persuasion used to convince an audience to take a desired action such as funding a proposal or following instructions.

option : Technical writing is a process of creating unique content to help an audience rethink an idea or action.

question : Which of the following would provide an appropriate definition for a non-technical <br /> Audience?

option : A neoplasm is a type of tumour.

answer : Axonal arboration is a treelike formation of a nerve cell.

option : Cyclopean is a form of archencephala.

option : Acetaminophen is an analgesic (pain reliever).

question : Which of the following consideration is NOT part of the process of report development?

option : How the user will think about and use the product.

answer : The value the product has for the user.

option : Whether the use of the product is intuitive for the target user.

option : What prior knowledge or user experience can be assumed

question : Laboratory reports usually contain all the following sections except

option : Materials and methods

option : Results

option : Discussions

answer : Recommendations

question : When analyzing your audience which of the following is NOT an important consideration?

option : The education or professional level of the target audience.

option : The knowledge and experience level of the target audience.

answer : How many other similar reports describe the end result

option : Reading conditions such as how the document will be used.

question : What is language? This kind of question demands

option : Description

option : Summary

option : Simple definition

answer : Extended definition

question : A magazine can be described as a collection of…………

option : Academic and scholarly references

option : Historical national events

option : Humorous articles

answer : Diverse material

question : When evaluating a source of information you should consider

option : The currency of the source

option : The purpose of the source

option : The scope of the source

answer : All of the above

question : Which words best describe the writing style that should be used in research reports?

option : Subjective and detached

option : Personal and critical

option : Emotive and judgmental

answer : Objective and detached

question : Which type of library is usually refered to as people's university?

option : Academic library

option : Private library

option : School library

answer : Puplic library

option : Special library

question : One of the objectives of the use of library course is...................

option : to know the total number of newly admitted students

answer : to teach the students how to use library resources

option : to improve the relationship between lecturers and students

option : to teach the students the techniques of writing

option : none of the above

question : Which among the following reference materials will refer a user to another source of information?

option : Gazzetter

answer : Bibliography

option : Biographical resources

option : Encyclopaedia

option : Geographical sources

question : To get information on either the author or the title which library tool will you consult.

option : classification scheme

option : author catalogue

option : accession register

option : list of information materials

answer : catalogue

question : The hypothesis usually involves...................

answer : observation

option : guess work

option : discussion

option : meditation

option : experiment

question : In a questionnaire, open-ended questions are .................questions that

option : are easy to answer

answer : require long answer

option : are completely opened

option : are open to interpretation

option : require incomplete answer

question : The method of data collection in research writing which involves on the spot assessment of the situation is known as

answer : interview

option : observation

option : survey

option : case study

question : Communication can be described as ...........

answer : a process that involves the trasmission of messages between a sender and a receiver

option : a psychological interraction within a person

option : exchange of visits between two or more persons or groups

option : appropriate sending of messages through the right channels

question : One major advantage of oral communication is that..................it

answer : is applicable to the literates and illiterates

option : benefits the illiterate more than the literate

option : helps the literate in writing

option : cannot be used for official communication

question : What role does encoding play in communication process

option : it is a method by which a message is sent

option : it is the orocess of interpreting a message

answer : it is the process of transforming thought into a message

option : none of the options is correct

question : When evaluating a source of information, you should consider

option : the purpose of the source

option : the currency of the message

option : the scope of the source

answer : all of the above

question : What deos the results section highlight ?

option : psychological intertation of finding

answer : outcome of data analysis

option : the success of the study

option : all of the above

question : Pick the odd item

answer : classify

option : assess

option : evaluate

option : critise

option : discuss

question : Labouratory reports usually contain all the following sections except................

option : materials methods

option : results

option : discussions

answer : recommendations

question : What is language? this kind of question demands...............

option : descrption

option : summary

option : simple definition

answer : extended definition

question : Which of the following is the most recommended and most available source of information to students?

option : library

option : textbooks and journals

answer : lectures

option : seminars

option : magazines

question : One of the advantages of written communication is that,

option : it is tasking and hazadous

answer : materials can be read

option : the writer is literate

option : it is historical

question : Everybody must bring ....................identity card to the examination hall.

option : his

option : hers

option : their

answer : his/her

option : his and her

question : The following activities are expository modes in essay writing, except

option : definition

answer : narration

option : classification

option : comparison and contrast

option : cause and effect

question : Exemplification is an element of expository writing which begins with............followed by .................

option : examples/ conclusion

option : conclusion/ concrete examples

option : concrete examples/ generalization

answer : generalization/examples

option : none of the above

question : Hypothesis refers to

option : a confirm act

option : data in form of tables and graphs

option : assuptions to be tested

option : detailed explanation of methods

answer : discussion of results

question : A series of tests relevant to the information required in writing a report is called

option : theories

option : methods

answer : questionnaires

option : facts

option : questions

question : The process through which a message is passed to the intended audience is called

option : sender

answer : channel

option : encoding

option : decoding

option : distributing

question : A research study is supposed to be

option : a duplicated work

option : a summarised work

answer : an original work

option : a reviewed

option : a photocopied

question : Which of these is not a component of research work?

option : absract

option : introduction

option : methodology

option : literature review

answer : summay

question : Which of the following is a formal report ?

option : report of family meeting

option : report of religious matters

option : report on sociall club

answer : progress report

option : normative report

question : Only one of the underlisted options is true of excursions and field trips

option : Students interact with one another

answer : Students experience/witness the practical aspects of classroom theories

option : Students witness a change of environment with new gadgets

option : Students spend a lot of time travelling to new areas

question : Mathematics...............his favourite subject when he was in secondary school

option : is

option : are

answer : was

option : were

option : as

question : If either John or Marry...............please take a message.

option : phone

option : phoned

answer : phones

option : has phoned

option : will phone

question : It would be more manageable if there were .............guests.

option : less

answer : fewer

option : several

option : more

option : most

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question : A report is an account of something .......................or investigated

option : Borrowed

answer : Observed

option : Realized

option : Received

option : Distinguished

question : A report is written to...................

option : give an account of a future action

answer : offer solutions to a problem

option : settle a conflict

option : report an offence committed in ignorance

option : confuse the readers

question : There are ....................types of reports

option : three

option : five

option : six

answer : two

option : numerous

question : Which type of writing gives ann account of what is based on imagination and emotions?

option : formal writing

option : informal writing

option : technical writing

answer : non-technical writing

option : expository writing

question : Technical report is a type of report based on ................

option : account of information from imagination

option : account of facts based on emotions

option : hearing and gossip

option : subjective information

answer : reliable facts based on experience

question : An effective report should be based on

option : hearsay

option : personal opinions

answer : research

option : unorganised facts

option : subjective facts

question : A research that seeks precise measurements and analysis of oncepts to answer questions is known as.................

option : qualitative research

option : subjective research

answer : quantitative research

option : summary research

option : applied research

question : Empirical research is the same as

option : normative research

answer : quantitative research

option : subjective research

option : exploratory research

option : behavioural research

question : A research that is based on information that can be collected and verifiedis known as

answer : empirical research

option : experimental research

option : observation research

option : survey research

option : case study research

question : To establish a link between the subject taught and the libraryresources available is one of the objectives of.......

option : charging system

option : resoueces sharing

answer : user education

option : opening hours

option : discussion of results

question : One characteristics of technical report writing is that it is

option : subjective

option : reliable

answer : informative

option : direct

option : untestable

question : Expository writing is used to

option : tell a story or tale

option : predominantly describe

option : arrange facts

answer : provide information

option : argue on a subject matter

question : An orderly arrangement of information for easy reading and comprehension is called

option : exemplification and explanation

option : definition and description

answer : topical arrangement

option : classification or grouping

option : comparison and contrast

question : Data collection method carried out by sampling opinions of people is known as

option : library source

option : observation

answer : interview

option : questionnaire

option : case study

question : To keep record of all reading materials in the library and assisst the user in the choice of a book are some functions of

option : library classification scheme

answer : library catalogue

answer : bibliographies

option : indexes

option : questions

question : Definition is crucial in reserach because it makes

option : information symbolic

option : information orderly

option : examples vivid

answer : items to stand out clearly

option : writing easy

question : Communication means sharing information between............

option : man and other species

option : receiver and the decorder

option : foetus and the mother

option : encorder and sender

answer : sender and decorder

question : The three main types of library catalogue are

answer : author/title, subject and classifies catalogue

option : sheaf, subject and card catalogue

option : computer, sheaf and book catalogue

option : author/title, subject and card catalogue

question : channel and medium in communication are synonymous

option : correct statement

answer : incorrect statement

option : partially correct

option : partially incorrect

question : Oral communication means

option : communication by means of writing

answer : Communication by words of mouth

option : communication by the use of the hands

option : communication by signal

option : communication through language

question : Communication through non-use of words is called

option : written communication

option : oral communication

option : group communication

option : verbal communication

answer : non-verbal communication

question : inability to use the verbal communication effectively results in

option : physical noise

option : psychological noise

answer : linguistics noise

option : physiological noise

option : logical noise

question : For effective communication to take place, one of the following must be considered

option : be rigid

answer : be clear about what is intended

option : be expressive

option : use expressions that have several interpretations

option : be ready to face any type of audience

question : A strategy in which similarities and differences between two things are examined is known as............

option : classification

option : examplification

option : topical arrangement

answer : comparision/ contrast

option : summary

question : .................is an intellectual work designed to check for specific information meant to be read and has an array of disjointed enteries generally arranged in alphebetical order.

option : textbook

answer : reference book

option : journals

option : newspapers

question : There are three stages in writing a research paper. Which of the following combination of such stages is correct?

option : introduction, writing, re-writing

answer : pre-writing, writing, re-writing

option : WRITING, re-writing, summary

option : writing, pre-writing, re-writing

option : Re-writing, writing, pre-writing

question : The basic aspect of a research report that summarizes the whole report in a logical manner is called

option : methodology

option : introduction

answer : abstract

option : discussion

option : references

question : ........................type of essay includes every aspect of human life

option : Argumentative

answer : Descriptive

option : Narrative

option : Expository

question : In one of the following essay types, the writer can be subjective or objective

option : Argumentative

answer : Descriptive

option : Expository

option : Narrative

question : When a writer relates a sequence of events in a piece of writing, that kind writing is likely a/an................

option : Argumentative essay

option : Descriptive essay

option : Expository essay

answer : Narrative essay

question : Effective writing is a skill acquired through................

option : further education

option : siblings

option : constant reading

answer : constant practice

option : constant discussions with colleagues

question : Effective writing also means

answer : being conscious of your readers

option : having good handwriting

option : being good at note- taking

option : being good at note- making

option : socialization

question : Effective writing also entails practising the art of writing for

option : entertainment

option : organizations

option : different ceremonies

answer : different purposes

option : different presentations

question : Writing is a ........................skill

option : non- verbal and acquired

answer : verbal and learned

option : verbal and acquired

option : non-verbal and secondary

option : verbal and non-verbal

question : ......................is the section that describes the steps that are followed in carrying out an experiment

option : Results

option : Discussion

answer : Procedure

option : Conclusion

option : Aims/objectives

question : There is tremendous use of ....................in narrative essay

option : Conditional tenses

option : if constructions

answer : reported speech

option : by insertion

option : there

question : One of the following acts should be avoided in argumentative essay

option : numerous supporting points

answer : over stating a point

option : discussing with colleagues

option : quotations

option : opening remarks

question : One of the following essay types are written based on things that...................

option : are imagined

option : are convincing

answer : exist

option : are familiar

option : are approchable

question : All of the expressions below, except one, are irrelavant in a wrte-up.

option : it is known to everybody that..........

option : it is obvious that

option : you will all agree with me that............

answer : the most important point is ...............

option : everybody knows without doubt that..............

question : The essay type used for scholarly works is.............

option : Argumentative

option : Descriptive

answer : Expository

option : Narrative

question : All the sentences below, except one of them, are ambigous. Identify the unambigous sentence from the list

option : The shooting of the hunters was good

option : They are counting machines

option : The man is very mean

option : He is a poor student

answer : Nemesis has cut up with him

question : An essay type that requires visualization of what is being talked about is called

option : Argumentative

answer : Descriptive

option : Expository

option : Narrative

option : Term paper

question : An autobiography is an example of .................essay.

option : Argumentative

option : Descriptive

option : Expository

answer : Narrative

question : Pick the odd option from the list of vocabulary questions given below

answer : elucidate

option : name

option : mention

option : list

option : itemize

question : It is one thing to read for information and another to have

option : knowledge of how to read it very well

option : proper understanding of examination ethics

option : the needed tecchnics of using the information

answer : a proper understanding of the questions

question : A research carried out to serve as future guidance is called

option : empirical research

option : Numeric research

answer : Normative reasearch

option : quantitave research

option : exploratory research

question : Pick the odd item from the list below

option : electronic media

option : textbooks

option : field trips

answer : scanning

option : public talks

question : An account of a body of facts on a situation or an event that will occur in the future is called..............

option : exposition

answer : report

option : research

option : document

option : documentation

question : There are basically....................ways of using languahe to communicate.

option : 9

option : 5

option : 4

option : 3

answer : 2

question : Formal report includes all but one option

option : Labouratory report

option : progress report

option : case study

option : recommendation report

answer : plenary session

question : Pick the odd option from the given list

option : experiments

option : surveys

answer : profess

option : field works

option : memoranda

question : For a report to be logical, avoid all except option

option : stings of choppy sentences

option : hanging sentences

answer : auambigous expressions

option : wrong spellings

option : wrong use of tenses

question : The doctor must make sure that she attends to the patient properly. This is an example of ...............

option : choppy sentence

answer : sexist language

option : first language interference

option : illogical sentence

option : educated language

question : "Due to the fact that" is an examople of.....................

option : noun clusters

option : redundant clause

option : correct punctuation

answer : redundant phrase

option : sexist language

question : Pick the odd option from the list below

option : psychological desposition

option : temperament

answer : public address system

option : time allocation

option : language choice

question : From the skills of technical report writing , choose the odd option

option : topical arrangement

answer : literature review

option : use of examples

option : grouping of ideas

option : compare and contrast

question : "All things being equal" is a wrong expression, because

option : the speaker and the listener are not equal

option : the writer and the reader are not equal

option : the decorder and the message are not equal

option : the encorder and the feedback are not equal

answer : all things will never be equal

question : Bibliography and refernces are the same

option : true

answer : false

question : Channel and medium of communication are the same

answer : false

option : true

question : To outline and summarize similar activities

option : yes

answer : no

option : not sure

question : The assignment was properly submitted. This sentence is in passive voice. The active voice of it is

option : i want to submit the assignment properly

answer : we properly submitted the assignment

option : we were submitting the assignment properly

option : we have submitted the assignment properly

option : The assignments are properly being submitted

question : One important role of the passive voice is that it can be used to .......................a certain word.

option : repeat

option : pronounce

answer : emphasize

option : mention

option : delete

question : In writing technical report, the over use of the indefinite phrases such as 'there are'

answer : weaken sentences

option : emphasize sentences

option : clarify sentences

option : give complete sentences

option : make sentences ambigous

question : Nominalization means conversion of

option : nouns to verbs

answer : verbs to nouns

option : verbs to adjective

option : verbs to adverbs

option : nouns to adjectives

question : Nominalizations are facilitated by the addition of

option : prefixes

option : infixes

answer : suffixes

option : inflections

option : affixes

question : When one makes a compound sentence ie combination of clauses, the main idea is expressed in the...................clause.

option : subordinate

answer : independent

option : dependent

option : relative

option : adverbial

question : In order to avoid redundancy in verbal communication, the words "due to the fact that", should be replaced by

option : that

option : for

option : as

answer : because

option : reason

question : The phrase,<u> individual input variance of data process entry</u> is an example of

option : dependent phrase

option : independent phrase

option : consonant cluster

answer : noun cluster

option : adjectival clause

question : In formal reports such as technical reports, it is not advisable to use

answer : personal forms

option : impersonal forms

option : friendly terms

option : semi-formal forms

option : unfamiliar sentences

question : The committe .......... writing................reports

option : are..............its

option : are..............their

option : is ................their

answer : is..............its

option : is.....................there

question : Each of the costs .....................below the limit

option : are

answer : is

option : were not

option : have

option : has

question : The manager or the assistants ..................the proposal

option : evaluates

answer : evaluate

option : evaluating

option : evaluation

option : has eveluated

question : technical report is supposed to be written in the language the audience.............

option : understand

option : understanding

answer : understands

option : understood

question : The purpose of technical report is to ...................the reader about a specific practical matter. All the options below can complete the space provided except one of them. Identify the wrong option

option : inform

option : instruct

option : persuade

answer : cordinate

option : convince

question : Specialized vocabulary means .....................

option : words/terms used in special way

option : words/terms used in science and technology

answer : words / terms based on a paticular field

option : words/terms used in writing reports

option : words/terms used with caution

question : What should you first read in an examination paper?

option : time limit

option : exam questions

option : title of exams

answer : exam instructions

question : The extent and limit of your answer to a question is called....

option : limitation

option : range

answer : scope

option : space

option : allowance

question : To name many items in succession is to

answer : list

option : mention

option : arrange

option : classify

option : name

question : To describe ways in which two things differ, is to....

option : compare

option : convey

answer : contrast

option : verify

option : condem

question : To change the shade of your idea is to

option : conclude

option : convey

answer : contradict

option : confuse

option : complain

question : Synonyms are example of..........definition

option : complex

option : expanded

option : starightforward

answer : simple

option : systematic

question : A description that begins with visualization of what to describe is called.......description

option : complex

option : simple

answer : physical

option : formal

option : functional

question : A description of a clock as a piece of machinery for giving information about time is called..........description

option : Physical

option : useful

option : device

answer : functional

option : process

question : A description of a graduate as someone who has successfully completed primary, secondary and university education is called...........description.

option : compound

option : functional

answer : process

option : transitional

option : physical

question : A kind of writing with a continous flow of narrative with little or no subheadings is called...............

option : Technica report

option : Narrative

answer : essay

option : journal article

option : annual report

question : The unit that deals with computers and online information resources in the library is called

option : serial unit

option : circulation unit

answer : systems unit

option : reference unit

question : The section where you write on other people's works cited or consulted is called...............

option : reference

option : index

option : footnotes

answer : literature review

option : bibliography

question : The unit that deals with the acquisition of library materials is

option : cataloguing and classification unit

answer : collection and development unit

option : serial unit

answer : circulation unit

question : Using another person's intellectual work without acknowledgement is theft and in research is called ..................

option : citation

answer : plagiarism

option : copy and paste

option : stealing

option : fraud

question : A presentation of books, journals and other sources used in the course of your research work is called ............

option : appendices

answer : reference

option : indices

option : acknowledgement

option : dedication

question : The method that makes an indepth study of one object/ phenomenon as a representative of the others

answer : case study

option : indepth study

option : observation

option : survey

option : hypothesis

question : In which of the following unit of the library is registration of library users, borrowing of books and other loan activities taking place?

answer : circulation unit

option : reference unit

option : reserve unit

option : document unit

question : Communication through the use of words is called....................communication

option : oral

option : written

answer : verbal

option : non-verbal

option : vertical

question : In communication studies, the urge or need to communicate is called.................

option : stimulation

option : feeling

answer : simulation

option : desire

option : mindset

question : Communication is broadly divided into..............

answer : two

option : three

option : four

option : five

option : six

question : The greater part of our lives is engaged in.......................communication

option : verbal

option : vertical

option : organizational

option : group

answer : non- verbal

question : ..............................communication cuts across all humanbeings in a society.

option : verbal

answer : non-verbal

option : group

option : organizational

option : personal

question : All the following options are examples of non-verbal communication except an option below.

option : gesture

option : eye contact

option : distance

answer : lecture

option : paralanguage

question : The information contained in communication is called...............

answer : content

option : channel

option : raw data

option : feedback

option : research

question : Fatique or boredom in communication process can cause..........

option : distraction

option : distortion

option : abstraction

answer : interference

option : stress

question : All the options below except one are non-verbal communication. Identify the odd option.

option : Clapping of hands

option : nodding of head

option : knocking a door

answer : delivered sermon

option : kicking a ball

question : Communication is a ......................process.

option : static

option : moveable

option : moving

answer : continous

option : consious

question : By understanding the scope of the answer, it means that the students should ...................

answer : determine how much information is required by a given question

option : choose appropriate style and language of expression to answer the question

option : identify the required technique of answering a particular question

option : apply objectivity in answering the quetions

question : When an examination question requires you to "outline", you are expected to

option : answer the question fully with examples and reasons

option : show that something is true, accurate or justified

answer : show the major points or components of something

option : mention the characteristics of a given item

question : One of the following is<u> not</u> a type of decription

option : process description

option : physical description

option : function description

answer : extended description

question : An examination question that requires you to discuss an issue demands that you............................

option : mention the ways in which two or more things are different

option : give details of the major characteristics or aspects of that issue

option : give the meaning of that thing to make it clearer

answer : present the main points of a very wide subject.

question : One of the following is NOT an appropriate vocabulary item to link one idea to another in a compare and contrast question.

option : the next point is.....................

option : similarly

option : therefore

answer : then

option : in addition

question : One of these os NOT an activity in preparing to answer examination question

option : consultation of textbooks

option : regular lecture attendance

option : group discussion

answer : understanding the question

question : Many students fail examinations because they lack

option : understanding

answer : adequate information to answer the questions

option : knowledge of key words

option : adequate management of study periods

question : The major reason why students answer questions wrongly in examination is

option : failure to allocate time appropriately to questions

answer : failure to interprete the vocabulary of questions correctly

option : failure to organize ideas logically

option : failure to express themselves properly in acceptable English

question : The language skill from which writing is derived is.........

option : Writing

answer : Speaking

option : Voicing

option : Communication

option : Listening

question : The vocabulary of technical report tends to be...........

option : Loose

option : Difficult

option : Tight

answer : specialised

option : sophiscated

question : One of the following attributes except ONE are NOT necessary for a good report writing. Identify the odd option.

answer : Proper research

option : Personal opinion

option : Loose expression

option : Ordinary everyday language

question : Empirical research is preferred in Science and Technology because it.............

option : Cannot be verified

option : based on personal opinion

option : Is easily used

answer : Can be verified

question : In making use of observation, the researcher must be ..............

option : Frank

option : Subjective

answer : Objective

option : Skillful

question : Experimental research usually has.........................group

option : Play

answer : Control

option : Investigative

option : Subject

question : Case study research is a/an ...................study of a particular situation.

option : Survey

answer : In-depth

option : Surface

option : Short

option : Record

question : The hypothesis usually grows out of ...................

answer : Observation

option : Guess work

option : Discussion

option : Meditation

option : Experiment

question : The situation where a message is not well received and well understood is called...............

answer : Negative feedback

option : Incomplete communication

option : Undecided feedback

option : Wrong feedback

question : One purpose of a bibliographic citation is to...............

option : express image of words in dirrerent contexts

option : check spelling syllabication

answer : pay homage of pioneers in one's subject area

option : provide cross-references to guide the readers