

Examiner's Report

TALENT (SKILLS) CAPSTONE EXAMINATION – JULY 2015

(SS2) EFFECTIVE COMMUNICATION SKILLS

General observations of Examiners are as follows:

Question No. 01 (Marks Allotted 15) (1 mark each for correct answer for 15 MCQs)

It is a test of grammatical base in relation to speech skills. It is a selection of clauses and phrases that are frequently used in speech. But many candidates found this difficult. One obvious reason is that the options are too close, eg: Q.No. 1.3 – 1 & 3. In No. 1.1 use of inverted commas for answer number (1) can change the result.

Number attempted 100%, but more than 30% not aware of what they are expected to perform. Another 30% have scored moderately. Only 40% of the candidates have answered with confidence, few of them got all correct.

Suggestions for improvement: More detailed study of grammatical structures.

Question No. 02 (Marks Allotted 15) (1 mark for each correct filling)

Filling blanks in a paragraph on communication (but unfamiliar to the students) by using the correct form of the given verb.

Number attempted 100%, but more than 30% not aware of what they are expected to perform.

Suggestions for improvement: More detailed study of verb forms past participles and gerunds.

Question No. 03 (Marks Allotted 10)

It seems to be easiest question in the paper, selecting the correct verb form from a given pair.

Number of attempted 100% success rate is more than 50%.

Suggestions for improvement: More detailed study of grammatical structures and verb forms.

Question No. 04 (Marks Allotted 20)

Reading comprehension using a reading passage on Water. Approximately 10% scored full marks. But many have failed to understand some words due to limited vocabulary.

Number attempted 85%.

Suggestions for improvement: Candidates should read Newspapers in order to improve their vocabulary.

Question No. 05 (Marks Allotted 10)

Few guided conversational patterns to test speech skills. It was noted that these are too basic for this level of candidates. Many have obtained full marks for this question. But there were some who had failed to present the ideas in an organized way.

Number attempted 85%.

Suggestions for improvement: Practice such conversational patterns.

Question No. 06 (Marks Allotted 10)

A guided prepared speech to be organized suitably using a better arrangement and format. But many have simply copied the given context. Approximately 20% have submitted good presentations. It was noted that this was a little ambitious question for this level students.

Number of attempted 70%.

Suggestions for improvement: Practice speeches of this nature using your own vocabulary.

Question No. 07 (Marks Allotted 20)

Three types of letters;

- (1) A letter analyzing a situation
- (2) A letter of complaint.
- (3) A letter of request.

with option of selecting one. About 25% of the candidates scored 75 marks have written high quality innovative letters. It was a good question for the better candidates. This question helped them to achieve very good marks.

Suggestions for improvement:

- Read the question requirement carefully and write the letter to the point.
- But do not copy anything from the question.
- Be familiarize with the letter formats.