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UNIVERSITY EXAMINATIONS

MAIN EXAMS

2022/2023 ACADEMIC YEAR

THIRD YEAR SECOND SEMESTER

FOR THE DEGREE OF BACHELOR OF COMMERCE

COURSE CODE: BCO 324

COURSE TITLE: PUBLIC SPEAKING AND NETWORKING SKILLS

DATE: 12/04/2023 TIME: 9 :00-11:00AM

INSTRUCTIONS TO CANDIDATES

- 1) Answer Question **ONE**(Compulsory) and **ANY OTHER TWO** Questions
 - 2) Candidates must hand in their answer booklets to the invigilator while in the examination room
 - 3) Credit is given for legibility, clarity and use of relevant examples
 - 4) Question **ONE** is **30 marks** while Questions **2-5** carry **20 marks** each
 - 5) Clearly write your **Registration Number** on each answer sheet used
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QUESTION ONE

Students in public speaking classes generally have more freedom in presenting their reports. Sometimes this freedom of choice makes it difficult to select a topic.

- a). As a consultant, advice the students on searching for a speech topic (10 Marks)
- b). Advice the students too on where to get the research materials (10 Marks)
- c). Discuss the advantages of effective networks to leaders (10 Marks)

QUESTION TWO

a. One of the key elements to overcoming nervousness is preparation. Highlight the barriers that can affect ones speech preparation process and outline measures to overcome them. (10 Marks)

b.As a public speaker, explain how you can handle the question- answer session in a speech presentation? (10 Marks)

QUESTION THREE

a. Identify reasons why you think public speaking is of importance to business students? (10 Marks)

b. Identify and discuss the relationship between public speaking and ethics by giving examples. (10 Marks)

QUESTION FOUR

a). Define networking and identify and explain five types of networking practice (10 Marks)

b. In public speaking, choosing the right words is crucial to creating a dynamic connection with your audience and helping listeners understand, believe in, and retain your message. This can be well articulated in the conclusion.

Required:

Identify ways in which one can make the conclusion more effective in speech delivery. (10 Marks).

QUESTION FIVE

- a. Identify the role of leadership in networking skills in business environment. (10 Marks)
- b. How can a public speaker check and maintain on vocal effectiveness during speech delivery process. (10 Marks)

END