**PAPER 101/1 MARKING SCHEME**

**QUESTION 1: FUNCTIONAL WRITING 20 MARKS**

Must be a report.

FORMAT=4 MARKS

Heading 1mk

Introduction ½ mk

Method/Procedure ½ mk

Findings ½ mk

Conclusion ½ mk

Recommendations ½ mk

Compiled by ½ mk

NB: The marks are awarded for the sub-headings.

CONTENT=9 MARKS

Introduction:2mks

 Indicate WHO (½ mk) gave the task, WHAT (½ mk ) is being investigated, deadline for submission of the report( ½ mk), and a list of the committee members (½ mk)

Methods: 2mks. At least 2 methods

Findings: 2mks. At least 2 findings

Conclusion: 1mk. A clear conclusion on the causes of insecurity.

Recommendations: 2mks. At least 2 recommendations.

LANGUAGE= 7 MARKS

**QUESTION 2: CLOZE TEST=10 MARKS**

1. down
2. was
3. through
4. and
5. from
6. institutions
7. embraced
8. We
9. afford
10. which

**QUESTION 3: ORAL SKILLS=30 MARKS**

1. i) hour, flower

cell, well

skill, still

too, do

play, day

past, last

Any 4, each=1mk. Total=4mks

 ii)busy bee; be busy; Satan finds some.

 Any 2, each=1mk. Total=2mks. The sound must be underlined

 iii)flower, flour

 two, too

 past, passed

 Each=1mk. Total=3mks

 iv)-I would maintain eye contact with the presenter

 -I would sit upright (slightly leaning forward)

 -I would take note of the presenter’s use of non-verbal cues

 -I would avoid distractors

 Each=1mk. Total=4mks

 b) -He failed to carry and arrange in order the relevant documents

 -He failed to do research on what the job he was seeking entails

 -He failed to be appropriately (officially) groomed for the interview

 -He got late for the interview

 -He was inaudible when answering the question asked by the interviewers

 -He failed to listen attentively to the questions asked by the interviewers

 -He used impolite language and behaved discourteously.

 Any 5, each=1mk. Total= 5mks

 c)i) -I will do research and get facts about the motion

 -I will prepare a detailed outline of the points gathered

 - I will present my points to a mock audience.

 Any 2, each=1mk. Total=2mks

 ii) -I will maintain eye contact with the audience.

 -I will ensure I am audible.

 -I will pronounce words correctly.

 Any 2, each=1mk. Total=2mks

 d)**YOU:** Thank you. (1 mk) How big is the farm? (1 mk) and which domestic animals can one

 find here? (1 mk)

 **YOU**: Apart from learning about rearing these domestic animals, what other services do

 people come here to seek? (1mk)

 **YOU**: It looks like the farm generates a lot of revenue. (1mk) How much do you charge as

 entry fee and for the lessons taken? (1mk)

 **YOU**: Congratulations. You are doing a great job. Keep it up. (1mk)

  **YOU**: Thank you for briefing me about the farm. (1mk)

 Total=8mks