**Name**: …………………………………………………………. **Adm** **No**: ……………….

**School**: ……………………………………………………….. **Class**: …………………..

**Signature**: …………………………………………………… **Date**: …………………...

**English**

**Form Four**

**Functional skills – Paper 1**

**TERM 2**

**Time: 2 hours**

**INSTRUCTIONS TO CANDIDATES**

* *Write your name and admission number in the spaces provided above.*
* *Sign and write the date of examination in the spaces provided above.*
* *Answer* ***all*** *the questions in this paper.*
* *All your answers must be written in the spaces provided in the question paper.*
* ***This paper consists of 7 printed pages.***
* ***Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.***
* ***Candidates must answer the questions in English***

**FOR EXAMINER’S USE ONLY**

|  |  |  |
| --- | --- | --- |
| **Question** | **Maximum score** | **Candidate’s score** |
| 1 | 20 |  |
| 2 | 10 |  |
| 3 | 30 |  |

**TOTAL SCORE**

1. **FUNCTIONAL WRITING (20mks)**

Imagine you were the best KCSE student last year 2020. You have received an invitation to Education Stakeholders Conference to address an audience made up of different stakeholders in education, such as Principals, County Directors, BOM Chairpersons and student leaders. In the speech that you deliver outline the contribution made by your school, teachers, fellow students and any other party towards your success. Remember to mention some of the challenges.

**QSN 2. CLOZE TEST (10mks)**

**Read the following passage carefully. Fill in each blank spaces with the most appropriate word.**

Minutes are a record of the..........................(1) at a meeting. Usually minutes.........................(2) written while the meeting is.............................(3) progress and the secretary must make an attempt to...........................(4) and write at the same time without missing.............................(5) on any important points or jeopardizing the accuracy. Minutes are...........................(6) records for the sake of future reference............................(7) they are written in correct grammar. Usually they are written in the..........................(8) voice so as to avoid mentioning ......................(9)names because the decisions made at the meeting are..........................(10) group decisions.

**QSN 3. Oral skills (30mks)**

**a. Read the following poem carefully and answer the questions based on it.**

Madam and the Rent Man

The rent man knocked

He said, Howdy-do?

I said, You know

Your rent is due.

I said, Listen

Before I’d pay

I’d go to Hades

And not away!

The sink is broke,

The water don’t done a thing

And you ain’t done a thing

You promised to ‘ve done

Back window’s cracked,

Kitchen floor squeaks,

There’s rat in the cellar,

And the attic leaks.

He said, Madam,

It’s not up to me,

I’m just the agent,

Don’t you see?

I said, naturally,

You pass the buck,

If its money you want,

You’re out of luck.

He said, Madam,

I ain’t pleased!

I said, neither am I,

So we agreed.

**Questions**

1. Identify a feature that makes the above poem an oral poem. (2mks)

…….………………………………………………………………………………………………………………………………………………………………………………………………….………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..

1. Identify two onomatopoeic words in the poem. (2mks)

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1. Imagine you are listening to a live performance of this poem. Mention **four** things you would do to benefit most from the listening experience.(4mks)

…….………………………………………………………………………………………………………………………………………………………………………………………………….…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

iv. Underline the silent letters in the following words. (2mks)

what

Kitchen

b. Identify **six** pairs of words with similar pronunciation from the list below (6mks)

Sam guessed quay

Isle key I’ll

Guest you sum

Light morning your

Some ewe write

Same night mourning

Island cue quest

…….………………………………………………………………………………………………………………………………………………………………………………………………….……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

c. Suppose you are invited to give a talk to an unfamiliar audience in a month’s time. You want to do your best to ensure your audience benefits the most from your talk. Cite **four** things you would like to find out about the audience so that you prepare appropriately. (4mks)

…….………………………………………………………………………………………………………………………………………………………………………………………………….……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

**d. Read the conversation below and answer the questions that follow;**

Mr Ali: Hello, is that Hekima Secondary school?

Secretary: Yes, what is your name?

Mr Ali: Ali Mohammed

Secretary: What do you want?

Mr Ali: May I speak to the Principal?

Secretary:He has travelled abroad. To UK for a conference of Principals. What did you want to tell him?

Mr Ali: I’m sorry, it is confidential. May I speak to the Deputy?

Secretary: As usual, he is not in school

Mr Ali: Oh! I will call later.

Secretary: Its okay.

1. Identify four shortcomings in the Secretary’s telephone etiquette. (4mks)

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1. Identify two instances of politeness in the conversation. (2mks)

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e. **Explain the meaning of each `of the following sentences brought out by stressing the underlined word in the sentence. (4mks)**

i. **Alex** admires my courageous personality

…….………………………………………………………………………………………………………………………………………………………………………………………………….…………………………………………………………………………………………………………

1. Alex admires my courageous personality.

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