



# MACHAKOS UNIVERSITY

University Examinations for 2018/2019 Academic Year

SCHOOL OF AGRICULTURAL SCIENCES

DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION

FOURTH YEAR SPECIAL/SUPPLEMENTARY EXAMINATION FOR

BACHELOR OF SCIENCE IN AGRICULTURAL EDUCATION AND EXTENSION

AEE 412: TECHNICAL REPORT WRITING IN AGRICULTURAL SCIENCES

DATE: 22/7/2019

TIME: 8.30-10.30 AM

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## INSTRUCTIONS:

Answer question ONE and any other TWO questions

### QUESTION ONE (30 MARKS)

- a) Define a technical report (2 marks)
- b) Explain THREE characteristics of a technical report (6 marks)
- c) Explain three ways of inculcating effective communication in science and agricultural writing (6 marks)
- d) Describe organization of technical matter in a technical report under the following subheadings
  - i. Chronological development (3 marks)
  - ii. Subject development (3 marks)
- e) Using relevant examples differentiate between primary and secondary source materials for a technical report (6 marks)
- f)
  - i Explain why you should not use trade names when describing scientific materials for conducting experiments (2 marks)
  - ii explain Two situations when use of trade names would be necessary (2 marks)

**QUESTION TWO (20 MARKS)**

- a) Explain FOUR styles of citing references in a publication (2 marks)
- b) Giving relevant examples describe the components of a technical report (18 marks)

**QUESTION THREE (20 MARKS)**

- a) Explain FIVE functions of a technical report (10 marks)
- b) Discuss FIVE ways of categorizing technical reports (10 marks)

**QUESTION FOUR (20 MARKS)**

- a) Explain FOUR rules that should be followed in developing a good introduction for a scientific report (8 marks)
- b) Discuss the FIVE components of the discussion section of a scientific paper (10 marks)

**QUESTION FIVE (20 MARKS)**

Discuss writing for publication in a scientific journal under the following

- a) The Challenge Facing African Writers of Science (5 marks)
- b) Using Abbreviations (5 marks)
- c) Language (5 marks)
- d) Organization (5 marks)