



MACHAKOS UNIVERSITY

ISO 9001:2015

SCHOOL OF AGRICULTURAL SCIENCES

DEPARTMENT OF EDUCATION AND EXTENSION

FOURTH YEAR SECOND SEMESTER EXAMINATION FOR DEGREE IN AGRICULTURAL EDUCATION AND EXTENSION SUPPLEMENTARY /SPECIAL

AEE 412: TECHNICAL REPORT WRITING IN AGRICULTURAL SCIENCES

Date: xxx

Time: 2hrs

Instructions: Answer question ONE and any other TWO questions

QUESTION ONE (30 Marks)

- a. Define a technical report 2mks
- b. Explain THREE characteristics of a technical report 6mks
- c. Explain three ways of inculcating effective communication in science and agricultural writing 6mks
- d. Describe organization of technical matter in a technical report under the following subheadings
 - i) Chronological development 3mks

- ii) Subject development 3mks
- e) Using relevant examples differentiate between primary and secondary source materials for a technical report 6mks
- f) i) Explain why you should not use trade names when describing scientific materials for conducting experiments 2mks
- ii) explain Two situations when use of trade names would be necessary 2mks

QUESTION 2 (20 Marks)

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

QUESTION 3 (20 Marks)

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

QUESTION 4 (20 Marks)

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

QUESTION 5 (20 Marks)

Discuss writing for publication in a scientific journal under the following

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

