



**MASENO UNIVERSITY**  
**UNIVERSITY EXAMINATIONS 2013/2014**

**FIRST YEAR FIRST SEMESTER EXAMINATIONS FOR THE DIPLOMA  
IN MONITORING & EVALUATION**

**(HOMA-BAY CAMPUS)**

**PDME 0215: REPORT WRITING AND PRESENTATION  
TECHNIQUES**

*Date: 26<sup>th</sup> July 2014*

*Time: 2.00 – 4.00 pm*

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**INSTRUCTIONS:**

- Answer question ONE (compulsory) and any other TWO questions.



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**INSTRUCTION**

**ANSWER QUESTION ONE AND ANY OTHER TWO QUESTION**

1a) Define the term report (5marks)

1b) Give five characteristics of posters (10marks)

1c) Enumerate factors to consider while preparing a report (15marks)

2) Describe the format and structure of a good report (20 marks)

3) Explain any two Types of reports (20 marks)

4) Explain factors to consider when writing a technical report (20 marks)

5 a) What is plagiarism (5marks)

5b explain any four types of plagiarism(15marks)