**ENGLISH**

**FUNCTIONAL SKILLS**

**FORM 4**

**PAPER 101/1**

**MARKING SCHEME**

1. Must be a recommendation letter.

Format

1. Principals address 1mk
2. Date 1mk
3. County statistics officers address 1mk
4. Salutation; Dear Sir/Madam 1mk
5. RE 2mks RE: JOHN NDAGWATHA – APPLICATION FORHTEPOST OF

ENUMERATOR

1. Valediction:
2. Signature. 1mk
3. Name 1mk
4. Designation 1mk
5. Yours faithfully 1mk

**Content**

You have known John Ndaguatha 1mk

Where you were with him. 1mk

Industry 1mk

His conduct 1mk

Another positive trait (social, friendly, interest in research etc) 1mk

Reassurance 1mk

**Language** 4 mks

A - 4mks Format 10

B - 3mks Contest 6

C - 2mks Language 4

D - 1mks Total 20

1. **Cloze Text**
2. at 6. answered/responded
3. Teachers 7. famous/renowned
4. reserved 8. invitation
5. heart 9. Kiswahili
6. speaker 10. but

**NB: Case sensitive do not award**

1. **Poem**
2. Rhythm has been achieved through rhyming words and the regular rhyme√ scheme.

Snow and know√

Fold and cold

The rhyme scheme:- abacd

1. **Use a low tone/falling intonation and pretend to shiver to indicate the wretched cold.**

**(iii) Three non-verbal cues**

* Move the body to demonstrate ‘stumbling to and fro’
* Lotter to demonstrate the difficulty in learning to walk in snow line 1.
* Frown to show the unwelcome vastness “meet vast unwelcome”
* Spread the arms to show the wretched width of cold is the last line. (any 3 x1)

**NB: Do not award if the candidate has not shown where in the poem.**

**Oral Skills**

(i)How would you ensure that your communication is effective?

* + - * Be audible
* Make use of appropriate gewes
* Pronounce words correctly
* Use tonal variation/vary my tone
* Have an upright posture
* Keep eye contact with audience.
* Acknowledge various parties’ contribution to the success of the day.

(any six x1)

(ii) (a) Please

(b) barn

(c) jury

1. Riddling session

Challenger : Riddle riddle √½ mk

Response : Riddle come √½ mk

Challenger : My house without a door. √ 1mk

Response : Ball √ 1mk

Challenger : Wrong answer. Give me a prize. √ 1mk

Response : 1 give you Nairobi city √ 1mk

Challenger : The correct answer is an egg. √ 1mk

When there’s a closing statement, “that’s all I had to say”

1. – When a question has been passed

* When the speaker uses words of little meaning.
* Showing exhaustion of points.
* When the speakers gesticulates showing it is you two. (any 3 x 1)

1. a) comb b) bridge c) receipt

debt wednesday psychology

bomb dodge pseudonym

crumb a pledge psyche

1. cache

draw

mail

alms

1. Use ‘thank you’ when:
2. Someone appreciates you/congratulates compliments
3. Someone offers you a service.