



MUEO

MOI UNIVERSITY

OFFICE OF THE DVC ACADEMIC AFFAIRS, RESEARCH AND EXTENSION

UNIVERSITY EXAMINATIONS

2014/2015 ACADEMIC YEAR

FIRST YEAR END OF SEMESTER EXAMINATIONS

FOR THE DEGREE OF BACHELOR OF BUSINESS MANAGEMENT

EXAM CODE: SBE 102

EXAM TITLE: STUDY AND LIBRARY SKILLS

DATE: 18TH AUGUST, 2015

TIME: 9.00 A.M.-12.00 NOON

INSTRUCTION TO CANDIDATES

➤ SEE INSIDE

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STUDY AND LIBRARY SKILLS

SBE 102

MAIN EXAMINATION

INSTRUCTIONS:-

- Answer Question **ONE** and any other **THREE** questions.
 - Question **ONE** carries **25 Marks**
 - Time allowed: **3 hours**
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QUESTION ONE

Read the passage and answer the questions that follow.

A major change that has occurred in the Western family is an increased incidence in divorce. Whereas in the past, divorce was a relatively rare occurrence, in recent times it has become quite commonplace. This change is borne out clearly in census figures. For example thirty years ago in Australia, only one marriage in ten ended in divorce; nowadays the figure is more than one in three. A consequence of this change has been a substantial increase in the number of single parent families and the attendant problems that this brings.

An important issue for sociologists, and indeed for all of society, is why these changes in marital patterns have occurred. In this essay I will seek to critically examine a number of sociological explanations for the 'divorce phenomenon' and also consider the social policy implications that each explanation carries with it. It will be argued that the best explanations are to be found within a broad socio-economic framework.

One type of explanation for rising divorce has focused on changes in laws relating to marriage. It is possible, they claim, that there has always been a degree of marital instability. They suggest that changes in the law have been significant, because they have provided unhappily married couples with 'access to a legal solution to pre-existent marital problems. Changes in divorce rates can be best explained in terms of changes in the legal system. The problem with this type of explanation however, is that it does not consider why these laws have changed in the first place. It could be argued that reforms to family law, as well as the increased rate of divorce that has accompanied them, are the product of more fundamental changes in society.

Another type of explanation is one that focuses precisely on these broad societal changes. One example of these changes is the raised material aspirations of families, which Hart suggests has put pressure on both spouses to become wage earners. Women as a result have been forced to become both homemakers and economic providers. According to Hart, the contradiction of these two roles has led to conflict and this is the main cause of marital breakdown. It would appear that Hart's explanation

cannot account for all cases of divorce - for example, marital breakdown is liable to occur in families where only the husband is working. Nevertheless, her approach, which is to relate changes in family relations to broader social forces, would seem to be more probing than one that looks only at legislative change.

The two explanations described above have very different implications for social policy, especially in relation to how the problem of increasing marital instability might be dealt with. If rises in divorce are thought to be the consequence of liberal divorce laws, the obvious way to stem this rise is to make them less obtainable. This approach, one imagines, would lead to a reduction in divorce statistics; however, it cannot really be held up as a genuine solution to the problems of marital stress and breakdown in society. Indeed it would seem to be a solution directed more at symptoms than addressing fundamental causes. Furthermore, the experience of social workers, working in the area of family welfare suggests that restricting a couple's access to divorce would in some cases serve only to exacerbate existing marital problems. In those cases where violence is involved, the consequences could be tragic. Apart from all this, returning to more restrictive divorce laws seems to be a solution little favoured by Australians.

It is difficult to offer a comprehensive explanation for the growing trend of marital breakdown; and it is even more difficult to find solutions that might ameliorate the problems created by it. Clearly though, as I have argued in this essay, the most useful answers are to be found not within a narrow legal framework, but within a broader socio-economic one.

Finally, it is worth pointing out that, whilst we may appear to be living in a time of increased family instability, research suggests that historically, instability may have been the norm rather than the exception. In the past, single parent and step families were more common than is assumed - although the disruptive influence then was not divorce, but the premature death of one or both parents. This situation suggests that in studying the modern family, one needs to employ a historical perspective, including the possibility of looking to the past in searching for ways of dealing with problems in the present.

- a) Summarize the passage using about one hundred words. **(9 marks)**
- b) Skimming is an important reading skill. Explain its meaning and the strategies used in skimming a book or publication. **(8 marks)**
- b) Using appropriate examples in each case, answer the following questions.
- i) Identify the general rules that are considered when writing a bibliography using the American Psychological Association (APA) format. **(3 marks)**
- ii) Explain the difference between APA and Modern Languages Association (MLA) styles of

referencing.

(5 marks)

QUESTION TWO

- a) Give the distinctive features between Dewey Decimal and Library of Congress Classification systems. (8 marks)
- b) Analyse the library card below and answer the questions that follow.

K J
801
.65
.V4
1960
Xii
Bibli.(99-104)

Describe all the bibliographical information in the catalogue card and explain how they are used.

(7 marks)

QUESTION THREE

You are a first year student in the School of Business of Moi University and you are set to attend your first lecture.

- a) Describe in details the appropriate learning aids that may be crucial in your learning endeavours. (9 marks)
- b) Listening is both a procedural and a strategic process. Explain this statement in line with listening skills while learning.

(5 marks)

QUESTION FOUR

- a) What constitutes the critical style of reading. Evaluate the components of critical reading and show why it is a superior reading skill. (8 marks)
- b) Explain the main differences between academic journals and popular publications. (7 marks)

QUESTION FIVE

- a) Explain the **meaning** of research and identify the various types of research. (6 marks)
- b) Explain the role of research in business studies. (9 marks)

QUESTION SIX

- a) Explain the distinguishing features of informal reports from formal ones. (3 marks)
- b) Design the guidelines for preparing a list of illustrations when writing a formal report. (4 marks)
- c) Non –linear texts are quite vital reading tools. Identify various no-linear texts and their usefulness as reading aids while reading your subject of interest. (8 marks)