

# **SE1- Communication and People Skills**

**February 2019**

## **Examiner's comments**

### **Question 1**

Filling in the blanks selecting the appropriate word from those give in the box. The words are related to Finance and Accountancy. A very relevant and satisfactory question but the candidates' performance is poor. Most have got 1 or 1 ½ marks out of 5.

### **Question 2**

Replacing the wrong word with the correct word. The paragraph is adopted from 'Accountancy for sustainability'. This is a simple question where the words were either vocabulary or grammar mistakes not even 5% have scored full marks here.

### **Question 3 - Comprehension**

The given passage is on an interesting topic about the Sri Lankan capital market. Even though the specific paragraph containing the answer has been pin pointed. Scoring is satisfactory.

### **Question 4 - Comprehension**

A very appropriate passage on how leaders can get honest, productive feedback. All the questions have been attempted. There were only a few minor errors in grammar and the scoring of marks was average. Most candidates could not find the synonyms for Q. V - IX.

### **Question 5 - Writing Graph Reading**

The given question is a column graph displaying the yearly intake of students for four-degree programmes in accounting for five years. Though there is not much comparing the different programmes at different times the majority have been able to write a grammatically correct description. The salient features have been discussed and a good interdiction has been provided. Scoring is good.

### **Question 6 - Writing an E-mail**

Writing an e-mail is an essential item for all accounting officers, as such this should have been an easy question. Quite a number have not given the necessary details but scoring is satisfactory. I feel that the distribution of marks should be changed. It is better to allocate 4 marks for content and 3 marks for language.

### **Question 7 - Summery writing**

The given paragraph is of average difficulty level. Some have not been able to pick out the salient points. Most have given sentences picked up at random. Most candidates have understood the content, sometimes partially. As a result, they were able to produce a meaningful answer. Even the weakest students were able to score some marks. The slanted of the question is moderate difficulty and suits this level.

### **Question 8 - Report writing**

The manager of the security firm has received several complains from clients regarding a drop in the quality of the service provided. The report has to be written to the Board of Directors based on the given data. Most candidates have followed the given data and written an average report. Methodology and data collection have not been discussed enough. Also, enough attention has not been paid for the low-quality service and the recommendations. As usual grammar, vocabulary and spelling errors were evident. Scoring was satisfactory.

### **Question 9 & 10 - listening**

In this section where candidates had to listen and answer. They have failed miserably as usual. More audio methods should be used in teaching. Poor listening, lack of vocabulary and word power were clearly visible. The scoring was very unsatisfactory for the listening tests in the entire island.

The questions were all of good standard and appropriate to accountancy students of this level. An average candidate could have easily scored pass marks. To reach this average level more reading and practice essential.