



SE1- Communication and People Skills

November 2019

Examiner's comments

Section I - Reading

Question 01 (1/2X10 = 5 Marks)

The passage is adapted from <https://courses.edx.org/courses>. Filling in the blanks spaces with the words provided in the box. As the passage deals with Accounting. This is an easy question. But the candidates' performance is poor. Most have got only 1 or 2 marks out of 5.

Question 02 (1/2X10 = 5 Marks)

The given paragraph is a bout Accounting Standards. The wrong word which is in bold typeface has to be replaced with the correct word. Most candidates have misunderstood and have not been able to answer satisfactorily. Even though an example has been provided. Performance poor.

Comprehension

Question 03 (12 Marks)

The passage deals with "Developing human capital Key for Sri Lanka to become upper middle-income economy". It is an adaptation from the world bank report - Lanka business online. A common mistake was providing the answers with other information that has no direct bearing to the expected answers. Most candidates had to be penalized by denying the full marks awarded to the question. All the questions have been attempted and candidates have fared well in this question. Most candidates have managed to get over 6 marks.

Question 04

A very appropriate passage on "Why asking for advice is more effective than asking for feedback?". The specific paragraph containing the answer has been pinpointed and this has led to saving time in finding the answers like in the earlier question. Some candidates have provided information that has no direct bearing to the expected answer. Some have copied entire sections from the passage where the correct answer is found. They had to be penalized by not awarding the full marks. This time even questions vi to ix where synonyms from the passage had to be found have been successfully answered. Performance was good.

Section II – Writing

Question 05 – Graph Reading (10 Marks)

The given question is a bar graph displaying the annual sales figures of 4 publishes for the last five years. Most candidates have described the graph by writing a simple grammatically correct description. The salient features have been discussed but there was not much comparing and contrasting of the given facts. Scoring is satisfactory.

Question 06 – Writing a Memorandum (8 Marks)

A simple, straightforward question and is an essential item for accountancy for students. Candidates were expected to draft a memo directed to all heads of department informing them of a new salary system of the company. Most candidates would have mentioned the necessary information and had scored good marks. All have attempted this question. General performance was good.

Question 07 – Summary Writing (10 Marks)

This interesting passage is about overcoming the fear of public speaking. Most candidates have not understood or misinterpreted the content points. They were at a loss to understand the reason for the public speaking anxiety. Most had mentioned that eye contact with the audience was the answer to the problem. Many candidates failed to express their ideas meaningfully. Instead of their own words the language used was mostly copied from the passage itself. As the summary is marked for content points and style which contains use of English, use of one's own language and organizing skills, only a handful of candidates had managed to produce a good summary and score good marks.

Question 08 – Report Writing (10 Marks)

A report has to be produced to the Board of Directors of the given company regarding several interruptions in the supply chain of the company. The production manager has been asked to investigate and find a solution for the matter. This report had to be written using the given data.

Most candidates have not provided a meaningful introduction to the report. Some have not stated even the purpose of the report. The evaluation process has not been clearly described. Some candidates have provided the relevant data logically but the style of writing was unsatisfactory due to the poor knowledge of simple grammar like subject verb agreement. Performance was average.

Section III – Listening

Question 09 & 10 (5 Marks & 10 Marks)

In this section, where the candidates had to listen and select the correct answer. They have performed very poorly. More and more style of this style of audio methods should be used in training these students.

The question paper is of good standard. All the given passages were appropriate to accounting students of this level. There were no technical errors. It has to be mentioned that about 10% of the students did not attempt question 7 & 8. This invariably affects the candidates when a script comes up for moderation.