



(University of Choice)

**MASINDE MULIRO UNIVERSITY OF
SCIENCE AND TECHNOLOGY
(MMUST)**

MAIN CAMPUS

**UNIVERSITY EXAMINATIONS
2022/2023 ACADEMIC YEAR**

**FOURTH YEAR SECOND SEMESTER EXAMINATIONS
FOR THE DEGREE
OF
BSC. HUMAN NUTRITION & DIETETICS**

**COURSE CODE: HND 407
COURSE TITLE: NUTRITION AND DIETETICS
WORKSHOPS/SEMINARS**

DATE: 27/4/2023

TIME: 8 - 10 AM

INSTRUCTIONS TO CANDIDATES

Answer All the questions in SECTION A and B
Answer only Two questions in SECTION C
Read additional instructions under various sections

TIME: 2 Hours

MMUST observes ZERO tolerance to examination cheating
This Paper Consists of 3 Printed Pages. Please Turn Over.

SECTION A

Multiple Choice Questions

Answer ALL the questions in this section by choosing the correct answer from the options provided under each question. (10 Marks).

1. Which of the statements below is/are reason(s) for conducting a Seminar?
 - A. Organizing for seminar can be an effective way of raising the profile of your research.
 - B. Opportunity to present results of your work and to attract media attention to your project.
 - C. Opportunity to share and exchange with other experts in the field.
 - D. ALL the above

2. What are the four (4) major independent elements of a Seminar ?
 - A. The text, the question, the participants and the Seminar leader..
 - B. The participants, the seminar leader, the rapporteur and the text.
 - C. The Seminar leader, the participants, the PowerPoint, and the venue.
 - D. The participants, the seminar leader, the rapporteur and the text .

3. What is the best definition of a seminar?
 - A. A meeting of friends for a discussion on some controversial topic of interest.
 - B. An instructional technique for adult learners concentrating on topics raised by the learners.
 - C. Small group teaching and learning arrangements that use group interaction as a means of engaging participants.
 - D. A mini lecture to provide the basis for informal discussion focusing on issues arising from the students.

4. If you are responsible for developing a training programme, your first step should be to:
 - A. Create a suitable training environment.
 - B. Select the proper training method.
 - C. Determine the knowledge in the group.
 - D. Perform a needs assessment.

5. The desired outcomes of training programmes are formally stated as:
 - A. Training goals.
 - B. Learning objectives.
 - C. Instructional objectives.
 - D. Learning goals.

6. Training programmes are more likely to be effective if they incorporate ALL of the following EXCEPT:
 - A. Goal setting.
 - B. modeling.
 - C. standardization.
 - D. Active practice.

7. Workshops are -----
 - A. Brief intensive educational program for a relatively small group of people in a given field.
 - B. Popular because of their inherent flexibility and promotion of principles of experiential adult learning.
 - C. Adaptable to diverse settings in order to facilitate knowledge acquisition, attitudinal change or skill development.
 - D. ALL of the above.

8. In using seminar technique, questions, comments or clarifications should be addressed to
 - A. The main speaker of the seminar.
 - B. The chairperson of the seminar session.
 - C. Any seminar participant who is willing to listen.
 - D. The secretary or rapporteur of the seminar.

9. Objectives of Seminars are cognitive and affective. Which of the following is NOT affective?
 - A. To develop good manners of putting questions and answering the questions of others effectively..
 - B. To develop the ability to seek clarification and defend the ideas of others.
 - C. To develop feeling of tolerance.
 - D. To develop feeling of cooperation,

10. There are a number of activities that are involved in preparing for a workshop. These activities can be organized into three (3) stages.
 - A. Preparation, Implementation, and Evaluation..
 - B. Preparation, Needs Assessment, and Evaluation.
 - C. Preparation, Marketing, and Evaluation.
 - D. Introduction, Implementation, and Evaluation.

SECTION B

Answer ALL the Questions (20 Marks)

11. a) Distinguish between a workshop and a Seminar (4 Marks)
 b) By use of sketches illustrate the following seating arrangements as used in seminars. (6 Marks)
 - i) Herringbone
 - ii) Semi-circle
 - iii) Classroom

12. Presentation techniques are very important in conducting Seminars and workshops.
 - a) What factors must be considered for giving a good presentation?(3 Marks)
 - b) Differentiate between slide transition and slide animation in MS-Power Point. (3 Marks)

13. Outline 4 occasions when you can conduct a workshop and list four benefits of participating in workshops. (4 Marks)

SECTION C

There are THREE (3) questions in this section. Answer Any TWO (2) Questions (20 Marks)

14. Your Organization is interested in hosting a leadership workshop to build capacity of 25 staff members from different departments. The main goal is to develop new skills to make their work performance more effective. Design a Guide answering the following questions to be used for a Proposed Workshop for your organization. (10 Marks)
 - a) What are the objectives of the workshop?.
 - b) What skills and sessions are most important to your participants?
 - c) What will be the duration for the workshop?
 - d) What will be the budget for the workshop?
 - e) Who will be the resource persons/facilitators of the workshop?
 - f) What other details will you require in the Guide?
 - g) How will you evaluate the success of the workshop?

15. In today's fast-paced world, the need for bite-sized learning - short yet substantial pieces of information delivered in a time-bound manner - has grown tremendously. For this reason the value attached to seminars has increased as well.
- a) Demonstrate the wisdom behind conducting regular seminars as a cost-efficient and effective way for a company/organization to reach out to their target customers and/or industry partners.(6 Marks)
 - b) Give six (4) rules for conducting Seminars and four (4) benefits of attending Seminars. (4 Marks)
16. Conferences are used to bring together people with common interests to discuss issues and ideas relating to specific topic. You are an event manager in your organization tasked with organizing a conference to target corporate executives within Kenya. The number of participants expected will be 100. The theme of the conference will be "Effective Leadership and Communication"
- a) What will be your major conference objective (2Marks)
 - b) What will be your major deliverables? (2 Marks)
 - c) Design a work breakdown structure to aid in organizing the conference. (3 Marks)
 - d) List six (6) benefits of attending conferences, (3 Marks)