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UNIVERSITY OF SWAZILAND
INSTITUTE OF DISTANCE EDUCATION
SUPPLEMENTARY EXAMINATION PAPER, JUNE 2016

**TITLE OF PAPER: PERSONAL AND PROFESSIONAL
 DEVELOPMENT**

COURSE CODE: CPS102

TIME ALLOWED: THREE (3) HOURS

TOTAL MARKS: 100

INSTRUCTIONS:

- 1. THIS PAPER CONSISTS OF FIVE (5) QUESTIONS.**
- 2. ANSWER FOUR (4) QUESTIONS**
- 3. QUESTION 1 IS COMPULSORY**
- 4. EACH QUESTION IS WORTH 25 MARKS.**
- 5. START EACH QUESTION ON A FRESH PAGE IN THE
 BOOKLET PROVIDED.**

**THIS PAPER IS NOT TO BE OPENED UNTIL PERMISSION HAS
BEEN GRANTED BY THE INVIGILATOR**

Question 1

Discuss how you would apply the reflective cycle to your work. (25 marks)

Question 2

Discuss five characteristics or skills a development facilitator should have when working with children at risk. Justify why you think these characteristics or skills are relevant? (25 marks)

Question 3

Development facilitators need skills to be successful in handling conflict. Discuss the importance of possessing the following skills and give examples of how they have been helpful to you?

- Listening (15 marks)
- Assertiveness (10 marks)

Question 4

Discuss five ways in which you would model the following:

- Living a healthy lifestyle in order to achieve physical well-being. (25 marks)

Question 5

As a development facilitator how would you avoid burnout due to work and academic pressure? Discuss five points. (25 marks)