



## ZIMBABWE EZEKIEL GUTI UNIVERSITY

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### FACULTY OF LAW

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#### EXAMINATION PAPER

**COURSE CODE** : LLB 101  
**COURSE TITLE** : COMMUNICATION SKILLS FOR LAWYERS  
**DURATION** : 3 Hours  
**LEVEL** : 1.1  
**DATE** : 29 May 2019

#### INSTRUCTIONS TO CANDIDATES:

- (i) Answer two questions from section A and all questions from section B. Each question carries 25 marks.
- (ii) Students are not allowed to bring any material in this examination.
- (iii) Number your answers accordingly
- (iv) Start each question on a new page of your answer sheet..

### **Question 1**

- a) What is the importance of an introduction in a document [5 marks]
- b) What is the importance of the conclusion in a document [5 marks]
- c) Discuss the difference between a reference list and bibliography [5 marks]
- d) Describe clearly the different components of a good paragraph. Support your discussion with examples from your area of study [10 marks]

### **Question 2**

How is listening an important skill for lawyers and how can lawyers improve their listening skills [25 marks]

### **Question 3**

Effective communication in all situations cannot be guaranteed. Discuss this view with reference to at least five (5) barriers in the context of a court hearing of your choice. [25 marks]

### **Question 4**

"Action speaks louder than words." Discuss this statement and highlight challenges that may be presented by non verbal communication in the field of law [25 marks]

## **Section B**

**Answer all questions in this section**

### **Question 5**

You are employed by a reputable legal firm which tasks you with the drafting of a Notarial Deed of Trust for an advocacy organisation that is being established. After you have discharged your duty the trustees, who have no knowledge of legal matters, visit your office to seek clarification with regard to some sub-sections of the section in the deed, which describes the powers of the executive committee. With reference to the subsections enumerated below, write down what you would say to the trustees in lay person's English in order to assist their understanding of what is expected of them:

"Note that among other things, the trustees shall have express powers:

(a) to borrow money either on the security of property owned by the Trust or otherwise as they think fit, subject, however to the qualification that if at the end of any financial year of the Trust, monies borrowed by the trustees and any interest accrued thereon remains unpaid, the trustees shall have no power to borrow until the whole of such monies and interest that may have been accrued thereon shall have been paid in full;

(b) to lend any sum of money forming part of the assets of the Trust upon such security and terms of conditions, with or without security and at such rate of interest, or otherwise, and to such person or other organisation or institution as they may deem fit;

(c) to guarantee or stand as surety or become liable for the payment of money or for the performance of any obligation. **[25 marks]**

### **Question 6**

TV sales Furniture Bindura Branch offers to supply household goods to civil servants on credit. John knows a person who is a civil servant. That person has a card issued by his Ministry that establishes that he is a civil servant. John steals this card and alters the name on this card to his own name. He then goes to T V sales Furnishers. He shows them the card and, believing him to be a civil servant, the store sells on credit household goods worth \$ 8000. John, who has no intention whatsoever of paying the store for these goods, sells the goods to his friend, Tom for \$1000. When he buys the furniture from John, Tom, who know that John does not have the money to buy this sort of furniture, suspects that John has stolen the property. TV sales manager, Mr Brian Tom has approached you. He is requesting for an opinion on the position of the law in this case. He wants advice on the steps that he can take to protect the interests of his company.

Draft an opinion to him on this case. **[25 marks]**