<table>
<thead>
<tr>
<th>Question 1</th>
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</table>
| Discuss the format for adding supporting material to a speech.  

<table>
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<tr>
<th>Question 2</th>
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</table>
| Facts and statistics are especially important when a topic is unfamiliar or your ideas are controversial.  
A) True  
B) False  

<table>
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<tr>
<th>Question 3</th>
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| How can you gather demographic information on your audience?  

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<tr>
<th>Question 4</th>
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</table>
| Most speakers who sound foolish do so because  
A) they have overrehearsed.  
B) they are underprepared.  
C) they are overprepared.  

<table>
<thead>
<tr>
<th>Question 5</th>
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</table>
| What should the speaker do when using an object as a presentation aid?  
A) Keep the object out of sight until it is time to use it.  
B) Select an object that will shock the audience into listening.  
C) Display the object throughout the speech for emphasis.  
D) Select a living thing to strengthen pathos.  

<table>
<thead>
<tr>
<th>Question 6</th>
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</table>
| Which presentation aid is most useful when your subject is complex or your message contains a lot of statistical information?  
A) handout  
B) slide  
C) transparency  
D) chalk and marker board  

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<th>Question 7</th>
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| A speech discussing the factors which lead to an economic downturn would use which type of speech design?  
A) categorical  
B) spatial  
C) sequential  
D) causation  

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<th>Question 8</th>
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</table>
| Select three concepts that are related to ethical public speaking, and then define and explain the role of each in the oral communication process.  

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<thead>
<tr>
<th>Question 9</th>
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</thead>
</table>
| In order to artfully integrate statistics and facts in your speech, your text tells you it is important to do all but which of the following?  
A) use explanations  
B) use presentation aids  
C) use definitions  
D) use descriptions  
Question 10
The importance of the situation will likely affect communication anxiety in what way?
A) The speaker's anxiety will increase.
B) The audience's acknowledgement of the importance creates less anxiety for everyone.
C) Importance has no effect on the speaker's anxiety.
D) The speaker can more easily cope with anxiety in important situations.

Question 11
Better-educated audiences tend to be more closed minded.
A) True
B) False

Question 12
What is a working outline?
A) a formal exercise
B) a conclusive tool
C) a tentative plan
D) a rigid structure

Question 13
For best results, what should the masters of ceremonies be involved in?
A) picking the winners
B) presenting actual awards
C) planning the program
D) choosing the seating plan

Question 14
Freedom of speech is a basic right that is outlined in which part of the Constitution?
A) Second Amendment
B) Fifth Amendment
C) First Amendment
D) Preamble

Question 15
Briefly compare and contrast public speaking and good conversation.

Question 16
What is an advantage of using the Internet for research?
A) personal appeals
B) timeliness of information
C) historical accuracy
D) authenticity

Question 17
What type of speaking is considered "off the cuff"?
A) extemporaneous speaking
B) impromptu speaking
C) automatic speaking
D) manuscript speaking
Question 18

Getting up and closing a window or door because you are having trouble hearing would be one way to handle what sort of problem?
A) physical noise
B) presentation problem
C) semantic overload
D) flawed message

Question 19

Which term refers to the way a speaker pronounces words in context?
A) articulation
B) dialect
C) pronunciation
D) enunciation

Question 20

Which of the following is not a good way to conclude a speech?
A) Use a technique that echoes the introduction.
B) Say, "Well, I'm out of time."
C) Issue a call for attention.
D) Close with a question.

Question 21

Describe the different types of websites.

Question 22

Homesickness is a manifestation of belonging needs.
A) True
B) False

Question 23

What type of transition reminds listeners of the points you have covered before you move on to the next part of your message?
A) signpost
B) internal summary
C) stock words
D) vocalized pause

Question 24

If you are concerned about forgetting your speech, you should
A) make an impromptu presentation.
B) memorize your speech.
C) speak extemporaneously.
D) read from a manuscript.

Question 25

Describe why transitions are important in speeches.

Question 26

Our more important attitudes and values are anchored by our beliefs.
A) True
B) False
<table>
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<tr>
<th>Question 27</th>
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</table>
| Facts and statistics are the least objective forms of supporting material.  
A) True  
B) False  

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<tr>
<th>Question 28</th>
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</table>
| General search engines employ robots to develop their indices.  
A) True  
B) False  

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<tr>
<th>Question 29</th>
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| What is the general purpose of a speech to inform?  
A) create goodwill  
B) give advice  
C) manage impressions  
D) share knowledge  

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<tr>
<th>Question 30</th>
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</table>
| Which type of an appeal demonstrates the speaker's faith in the audience's intelligence?  
A) credibility  
B) cultural identity  
C) feelings  
D) rationality  

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<tr>
<th>Question 31</th>
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</table>
| Explain the concept of responsible knowledge.  

<table>
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<tr>
<th>Question 32</th>
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</table>
| An advocacy site might ask for contributions, try to influence voting, or simply strive to promote a cause and is therefore unreliable.  
A) True  
B) False  

<table>
<thead>
<tr>
<th>Question 33</th>
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</table>
| What is the effect of quoting out of context?  
A) distorting a quotation's meaning  
B) ethically sharing information  
C) that your ideas may be verified by experts  
D) reflecting the true spirit of words' meanings  

<table>
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<tr>
<th>Question 34</th>
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| When speakers use narratives to engage listeners in a living drama, how are they trying to prepare the audience?  
A) physically  
B) mentally  
C) spiritually  
D) emotionally  

<table>
<thead>
<tr>
<th>Question 35</th>
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</table>
| What can you find in library research?  
A) quotes from famous people  
B) facts and statistics
C) interesting examples
D) all of the above

Question 36
Develop an interest chart for topics for your speeches.

Question 37
Which of the following is not a symptom of communication anxiety?
A) heart races
B) sweaty palms
C) cold feet
D) dry mouth

Question 38
What is a topic briefing?
A) a method of topic selection
B) an introduction to your speeches
C) a prospectus for speaking on a topic area
D) general statement of purpose for your speeches

Question 39
What are some of the advantages of using the Internet for research?

Question 40
What three things should an introduction to a speech accomplish?

Question 41
A well-developed speech contains a variety of supporting materials.
A) True
B) False

Question 42
What helps to clarify an abstract topic?
A) an example
B) an explanation
C) definer
D) a describer

Question 43
What type of search engine is Google?
A) invisible gateway
B) general
C) meta
D) subject

Question 44
Making claims or interpretations require the speaker to go beyond minimal demonstrations of their validity.
A) True
B) False
| Question 45 |
| What are some of the problems with using the Internet for research? |

| Question 46 |
| What is the technique that helps control communication anxiety and involves deliberately replacing negative thoughts with positive constructive statements called? |
| A) rhetoritherapy  
B) cognitive restructuring  
C) visualization  
D) systematic desensitization |

| Question 47 |
| A speaker should support each main point with the most important and relevant facts and statistics available.  
A) True  
B) False |

| Question 48 |
| A definition is a "word picture." |
| A) True  
B) False |

| Question 49 |
| What would be the best speech design for a speech on "How to carve a jack-o-lantern"?  
A) spatial  
B) chronological  
C) sequential  
D) narrative |

| Question 50 |
| What is the effect of using precise numbers in a speech?  
A) makes statistical data more interesting  
B) provides the opportunity for the audience to question the data  
C) demonstrates the dimensions of an issue  
D) impresses listeners with your knowledge |

| Question 51 |
| List the four major forms of supporting materials. |

| Question 52 |
| A full outline should be used as you present your speech.  
A) True  
B) False |

| Question 53 |
| Speakers should accept what experts claim uncritically.  
A) True  
B) False |
Question 54
Which type of example concentrates on a single example?
A) brief
B) factual
C) hypothetical
D) extended

Question 55
Which of the following is not a demographic factor?
A) political affiliation
B) age
C) attitude
D) religion

Question 56
Why is feedback important?
A) Feedback can improve the quality of communication.
B) Feedback tells the speaker what is happening.
C) Feedback prevents overload.
D) Feedback is essential for the listener to communicate.

Question 57
What practices do you need to keep in mind to avoid plagiarism?

Question 58
The introduction for your speech is so important that you need to read it in order to avoid mistakes.
A) True
B) False

Question 59
The age and gender of an audience is what type of information?
A) demographic
B) critical
C) attitudinal
D) estimated

Question 60
Speakers often use lay testimony to help listeners understand the real-life consequences of issues.
A) True
B) False

Question 61
Examples only serve to increase listener understanding.
A) True
B) False

Question 62
What is a short informative presentation shared in an organizational setting?
A) description
B) explanation
Question 63

To reinforce group identity, a speaker might
A) use inclusive pronouns.
B) identify outsiders.
C) use contrasts and comparisons.
D) define the demographic parameters of the group.

Question 64

For an inspirational speech to be effective, what quality must the speaker have?
A) successfulness
B) enthusiasm
C) singularity of purpose
D) congruency with audience

Question 65

What is the repeating of the same patterns of words in a sequence of phrases or sentences called?
A) alliteration
B) antithesis
C) parallel construction
D) inversion

Question 66

What technique will help enhance your perceived competence?
A) passing out your resume
B) using a lot of quotes
C) telling a long story
D) presenting a well-organized speech

Question 67

Library research can be helpful even if you are very knowledgeable about your topic.
A) True
B) False

Question 68

Magnification in a speech involves
A) concentrating on appearances.
B) emphasizing features that are honorable and praiseworthy.
C) telling listeners all you know about a reward recipient.
D) flattering a reward recipient.

Question 69

Which part of an attitude system reflects our feelings?
A) morals
B) values
C) beliefs
D) attitudes

Question 70
Using prestige testimony can add distinction to a speech.
A) True
B) False

Question 71
Which factor should best help you estimate the audience’s knowledge level and interest in your topic?
A) affiliations
B) education
C) age
D) gender

Question 72
How is gender stereotyping frequently revealed?
A) modeling
B) slang
C) sexist language
D) omissions

Question 73
The exploration phase of topic selection involves identifying the specific purpose of your speech.
A) True
B) False

Question 74
What should speakers be concerned with balancing in a speech?
A) narratives and testimony
B) facts and statistics
C) presentation aids, content, and humor
D) introduction, body, and conclusion

Question 75
What is the major value of personal knowledge?
A) It provides useful statistics.
B) It is more reliable than other research.
C) It can make your speech seem more authentic.
D) It is more valid than an interview.

Question 76
Dynamic speakers seem enthusiastic and confident.
A) True
B) False

Question 77
What do charts need to be able to do?
A) simplify without distorting meaning
B) magnify differences being presented
C) be produced in PowerPoint
D) display a great amount of information

Question 78
Speeches that focus on facts may address
Question 79

What is the statement "She stuck to him like glue" an example of?

A) personification
B) maxim
C) simile
D) ideograph


Question 80

Which motivation would a speech on "How to Take Effective Class Notes" tap?

A) control
B) understanding
C) curiosity
D) achievement


Question 81

Of the following, which philosopher claimed that political speakers were ignorant of their subjects but that they shamelessly paraded their ignorance before the public anyway?

A) Euclid
B) Plato
C) Aristotle
D) Cicero


Question 82

Which speech design follows the sequence of events in the history of a subject?

A) sequential
B) spatial
C) chronological
D) categorical


Question 83

Short phrases do not make for good transitions.

A) True
B) False


Question 84

Which principle of good form is demonstrated by limiting the number of main points in your speech?

A) style
B) balance
C) simplicity
D) order


Question 85

The motivated sequence design is a variation of

A) the sequential design.
B) the problem-solution design.
C) the chronological design.
D) the analogical design.

<table>
<thead>
<tr>
<th>Question</th>
<th>Statement</th>
<th>Options</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>86</td>
<td>Topic analysis uses a system of questions similar to that used by news writers.</td>
<td>A) True</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
</tr>
<tr>
<td>87</td>
<td>A good topic is one that involves you and one that you care about.</td>
<td>A) True</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
</tr>
<tr>
<td>88</td>
<td>Informative speeches</td>
<td>A) may disenfranchise listeners.</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B) may be based on inferences and assumptions.</td>
<td>False</td>
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<td></td>
<td></td>
<td>C) feature the speaker as advocate.</td>
<td>False</td>
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<td></td>
<td></td>
<td>D) may set an agenda of priorities.</td>
<td>False</td>
</tr>
<tr>
<td>89</td>
<td>The introduction of the speech does little to arouse audience interest.</td>
<td>A) True</td>
<td>True</td>
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<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
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<tr>
<td>90</td>
<td>Stating, “My name is ... and my speech is about ...,” is an effective speech introduction.</td>
<td>A) True</td>
<td>True</td>
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<tr>
<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
</tr>
<tr>
<td>91</td>
<td>Appeals to nurturance motives can be especially strong when speakers discuss the problems of children.</td>
<td>A) True</td>
<td>True</td>
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<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
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<tr>
<td>92</td>
<td>What form should a source citation within in your outline take?</td>
<td>A) complete</td>
<td>True</td>
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<tr>
<td></td>
<td></td>
<td>B) formal</td>
<td>False</td>
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<td></td>
<td></td>
<td>C) exact</td>
<td>False</td>
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<tr>
<td></td>
<td></td>
<td>D) brief</td>
<td>False</td>
</tr>
<tr>
<td>93</td>
<td>When using expert testimony, the most recent information is best.</td>
<td>A) True</td>
<td>True</td>
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<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
</tr>
<tr>
<td>94</td>
<td>Brainstorming is a directive technique of topic discovery.</td>
<td>A) True</td>
<td>True</td>
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<tr>
<td></td>
<td></td>
<td>B) False</td>
<td>False</td>
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</tbody>
</table>
Question 95
Select four types of presentation media and discuss how a speaker might decide which to use in terms of what role each plays in increasing understanding.

Question 96
Four is the minimum number of main points for a speech.
A) True
B) False

Question 97
Statistical information should always be displayed visually.
A) True
B) False

Question 98
Which form of proof recognizes that we respond to the traditions and values of our culture?
A) pathos
B) logos
C) mythos
D) ethos

Question 99
What are the components of audience dynamics?

Question 100
Invitations to speak outside class will usually indicate the general purpose for your speech.
A) True
B) False

Question 101
Briefly explain the relationship among facts, claims, and opinions.

Question 102
It is best to paraphrase when telling a story.
A) True
B) False

Question 103
Where is the material that helps the audience understand and accept what you are talking about contained?
A) main points
B) summary
C) transitions
D) subpoints

Question 104
The specific purpose of a speech
A) states what you want listeners to understand, believe, or do.
B) is to inform the audience of your topic.
Question 105
To compare business and sports, you might use
A) a figurative metaphor.
B) a literal analogy.
C) a literal simile.
D) a figurative analogy.

Question 106
The competency associated with expert testimony is area-specific.
A) True
B) False

Question 107
"Prior preparation prevents poor performance" illustrates which figure of speech?
A) ideograph
B) parallel construction
C) antithesis
D) alliteration

Question 108
What is the essence of informative speaking?
A) entertaining
B) connecting with an audience
C) establishing a community
D) sharing knowledge

Question 109
Ethnocentrism is
A) belief in the rightness of religious convictions.
B) self-centeredness.
C) classifying people in terms of stereotypes.
D) belief that one's way of life is superior.

Question 110
Name and define the distinctive features of public speaking.

Question 111
Which of the following is not true of classroom audiences?
A) They want you to succeed.
B) They are likely to make fun of you.
C) They have some communication apprehension themselves.
D) They can easily put themselves in your place.

Question 112
A topic analysis is a directive system of exploring your subject area.
A) True
B) False
Question 113

Why is understanding audience dynamics important to your success as a speaker?

Question 114

What type of web site is the Greenpeace site?
A) retail
B) advocacy
C) personal
D) information

Question 115

What is a statement that contains personal judgments?
A) opinion
B) fact
C) inference
D) truth

Question 116

Explain the process of brainstorming.

Question 117

Interpretations usually transform claims into factual statements.
A) True
B) False

Question 118

When listener feedback suggests loss of interest, what should the speaker do?
A) move closer to the audience
B) stress the values that are shared
C) rephrase an idea
D) add an example

Question 119

Using words precisely and simply is an example of which of the six C's of oral language?
A) clearness
B) concreteness
C) cultural sensitivity
D) colorfulness

Question 120

Which type of graph would be best to show the proportion of expenditures for each category of budget?
A) pictograph
B) line graph
C) bar graph
D) pie graph

Question 121

What is a statement like "Silence is golden" called?
A) old saying
B) simile
Question 122

The discovery phase of the process involves identifying large topic areas that seem promising.
A) True
B) False

Question 123

Explain how to evaluate information you find in your research.

Question 124

Why would you conduct a Self-Awareness Inventory?
A) to improve your memory
B) to advance self-improvement
C) select and focus your topic
D) to determine your true nature

Question 125

Which form of testimony is based on a person's reputation?
A) reluctant
B) prestige
C) lay
D) expert

Question 126

To develop your first speech you need to
A) quote a lot of statistics so people won't argue with you.
B) avoid using dialogue in narratives.
C) use polysyllabic words.
D) find examples or stories related to your topic.

Question 127

What is the statement "I am filled with humidity" an example of?
A) ideograph
B) abstraction
C) slang
D) malapropism

Question 128

The introduction of your speech should
A) summarize your message.
B) be prepared before you outline the body of the speech.
C) arouse interest and gain attention.
D) list all the sources you consulted.

Question 129

Storytelling during a speech should be avoided.
A) True
B) False
Question 130
Explain why dynamism is an important quality for public speakers.

Question 131
A critique of a speech should
A) point out what the speaker did wrong.  
B) flatter the speaker.  
C) show the respondent was listening carefully.  
D) offer specific ideas for improvement.  

Question 132
When introducing a featured speaker, you should  
A) preview the speech in great detail.  
B) focus on early childhood stories about the speaker.  
C) be lavish in your praise for the speaker.  
D) be certain you can pronounce his or her name correctly.  

Question 133
What type of thinking does mind mapping utilize?  
A) metaphorical  
B) logical  
C) allegorical  
D) free  

Question 134
Which of the following is not a good way to start a speech?  
A) involve your audience  
B) ask a rhetorical question  
C) state your name and the title of your speech  
D) Tell a story  

Question 135
A verifier confirms the meaning of something that has been said.  
A) True  
B) False  

Question 136
Give an example of a specific purpose for a speech on national parks.  

Question 137
Which use of word order arranges opposing ideas in the same or adjoining sentences to create a striking contrast?  
A) parallel construction  
B) amplification  
C) antithesis  
D) inversion  

Question 138
What type of speech design is based upon a story?  
A) cause-effect  
B) narrative
Question 139
What is a student practicing when he or she imagines succeeding at speaking?
A) visualization
B) self-delusion
C) confidence
D) fantasy

Question 140
Contrast the differences between a working outline and a formal outline.

Question 141
Personal knowledge may be based on misinformation.
A) True
B) False

Question 142
The topic the listeners are interested in should be a secondary speaking consideration.
A) True
B) False

Question 143
Using the citation format preferred by your instructor, compose a book reference, a periodical reference, and an Internet reference.

Question 144
Which of the following is not a step in the motivated sequence design?
A) calling for action
B) visualizing results
C) refuting opposition
D) demonstrating need

Question 145
When making a toast, what should the speaker do?
A) always use humorous comments
B) review the day’s events
C) be spontaneous
D) memorize the toast for smooth delivery

Question 146
What is not true about language use?
A) Language is the basis of social interactions.
B) Language determines how we think about ourselves.
C) Language use in speeches is just a frill.
D) Language shapes the way we think.

Question 147
Which of the following is not a step in preparing your first speech?
A) selecting and focusing your topic
Question 148

Which of the following is not a way that persuasive speaking differs from informative speaking?
A) leadership is more important in persuasive speaking
B) persuasive speakers ask for more audience commitment
C) persuasive speakers act primarily as teachers
D) persuasive speaking offers evidence to justify advice

Question 149

The prologue of a narrative
A) foreshadows action to come.
B) orients listeners to the content of the story.
C) serves as an introduction.
D) all of the above

Question 150

What are referred to as oral punctuation marks?
A) volumes
B) rhythms
C) phrases
D) pauses

Question 151

People are motivated by what they don't have that they need or want.
A) True
B) False

Question 152

Which attention factor is also important to retention?
A) relevance
B) novelty
C) contrast
D) intensity

Question 153

A well-organized speech is
A) simple, short, and balanced.
B) simple, balanced, and orderly.
C) structured, sub-divided, and conclusive.
D) balanced, direct, and orderly.

Question 154

Which type of example is a composite of many events?
A) hypothetical
B) extended
C) factual
D) brief
<table>
<thead>
<tr>
<th>Question 155</th>
<th>Which method of presentation is most often recommended by communication instructors?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) impromptu speaking</td>
<td>B) extemporaneous speaking</td>
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<thead>
<tr>
<th>Question 156</th>
<th>A sequential design presents the events in a historical development.</th>
</tr>
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<tbody>
<tr>
<td>A) True</td>
<td>B) False</td>
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<table>
<thead>
<tr>
<th>Question 157</th>
<th>What three factors should you consider when choosing how to arrange your main points?</th>
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<thead>
<tr>
<th>Question 158</th>
<th>Subpoints in an outline</th>
</tr>
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<tbody>
<tr>
<td>A) are necessary only if using examples.</td>
<td>B) are used for oral citations.</td>
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</table>

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<thead>
<tr>
<th>Question 159</th>
<th>If the site claims that this is &quot;exclusive&quot; information that is so &quot;new&quot; or &quot;revolutionary&quot; that no one else has access to it, you should use the information because it will impress your audience.</th>
</tr>
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<tbody>
<tr>
<td>A) True</td>
<td>B) False</td>
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<table>
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<tr>
<th>Question 160</th>
<th>Television shows like The Beverly Hillbillies are based upon what?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) labeling</td>
<td>B) ethnocentrism</td>
</tr>
</tbody>
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<tr>
<th>Question 161</th>
<th>What should you question if Internet material has misspellings and grammatical errors?</th>
</tr>
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<tbody>
<tr>
<td>A) accuracy</td>
<td>B) currency</td>
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<tr>
<th>Question 162</th>
<th>The introduction and conclusion should be approximately equal in length.</th>
</tr>
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<tbody>
<tr>
<td>A) True</td>
<td>B) False</td>
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<thead>
<tr>
<th>Question 163</th>
<th>Where is a good place to start developing an overview of a topic?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) newspaper</td>
<td></td>
</tr>
</tbody>
</table>
Question 164
Define source citation, works cited, and works consulted. Discuss where and when each is used in the outlining process.

Question 165
When your goal is to remove barriers to commitment, you should
A) provide needed information.
B) cite expert sources to bolster your credibility.
C) affirm and apply values.
D) all of the above

Question 166
What type of search engine is CompletePlanet?
A) subject
B) meta
C) invisible gateway
D) general

Question 167
Bias never works for a source's usefulness.
A) True
B) False

Question 168
Membership in which type of group may indicate an interest in problems of public life?
A) social
B) religious
C) occupational
D) political

Question 169
On what type of card would you record a quotation?
A) source
B) library
C) information
D) bibliography

Question 170
In what situation is a chalk or marker board a particularly good presentation aid?
A) when feedback tells you listeners don't understand something
B) when you haven't had time to prepare
C) when you want to impress your audience with your impromptu skills
D) when there is a need to kill time

Question 171
AskERIC is a special area database.
A) True
B) False
Question 172

FirstSearch is what type of resource?
A) special area database
B) nonprint media archive
C) general periodical database
D) news resource

Question 173

Which fallacy confuses association with causation?
A) ad hominem
B) non sequitur
C) slippery slope
D) post hoc

Question 174

Charlestonian is an example of what characteristic of language from that South Carolina city?
A) enunciation
B) pronunciation
C) dialect
D) articulation

Question 175

Which presentation aid is defined in your text as “simplified representations of what you are talking about”?
A) sketches
B) graphics
C) maps
D) charts

Question 176

If you are not aware of current happenings related to your topic, your credibility will suffer.
A) True
B) False

Question 177

Compare and contrast the different types of search engines.

Question 178

What should you remember about managing anxiety?
A) Too much preparation will make you too anxious.
B) Fear will eventually disappear.
C) A public speaking class will cure anxiety.
D) Controlling anxiety takes time.

Question 179

What is a delayed reaction to persuasion called?
A) barrier effect
B) boomerang effect
C) sleeper effect
D) inoculation effect
Question 180
What is a typical misconception about the audience?
A) The audience is more nervous than the speaker.
B) The audience will forgive any mistake.
C) The audience does not care.
D) The audience expects you to be perfect.

Question 181
When you scan newspapers, television, and magazines to try and get ideas for your speech, what are you using?
A) brainstorming
B) mind mapping
C) media prompts
D) interest charts

Question 182
People rarely store information in individual bits.
A) True
B) False

Question 183
Which is the most important part of a speech?
A) conclusion
B) introduction
C) body
D) supporting materials

Question 184
List the steps in developing a topic for a speech.

Question 185
Which of the following would not be an appropriate theme for magnification?
A) self-serving motives
B) unusual accomplishment
C) overcoming obstacles
D) benefit to society

Question 186
Which of the following is not part of a topic briefing?
A) showing listeners what they have to gain from the topic
B) pointing out how you might develop speeches on the topic
C) convincing listeners to give a speech on the topic
D) explaining why you are attracted to the topic

Question 187
The invisible web cannot be researched.
A) True
B) False

Question 188
Contrast the differences between good and poor listeners.
Question 189
What is the purpose of an internal summary?

Question 190
What characteristic should models used in speeches have?
A) be brightly colored and highly visible
B) be full size
C) use actual objects not models
D) be to scale and maintain the proper proportions

Question 191
To determine the authority of information you find on the Internet, you must evaluate the credentials of both the source and the sponsor of the information.
A) True
B) False

Question 192
It is unethical to use motivational appeals in speeches.
A) True
B) False

Question 193
How should each main point and subpoint in a formal outline be worded?
A) as a phrase
B) using dependent clauses
C) using qualifiers
D) as a simple declarative sentence

Question 194
What should be included in a speech conclusion?

Question 195
The key-word outline may require several pages of notes.
A) True
B) False

Question 196
A key-word outline
A) is helpful as you rehearse your speech.
B) is not needed for an extemporaneous presentation.
C) allows you to write out your ideas in full.
D) helps you prepare your introduction.

Question 197
If you are studying proxemics, you are studying how humans use what in communication?
A) appearance
B) staging
C) space
D) time
Question 198
How many freedoms are guaranteed by the First Amendment to the Constitution?
A) 5  
B) 2  
C) 4  
D) 3  

Question 199
What characteristic does a speaker who demonstrates ethical, honest, and dependable behavior appear to have?
A) goodwill  
B) dynamism  
C) identification  
D) integrity  

Question 200
Why would you use a definition in a speech?
A) to ensure the listeners understand  
B) to increase your ethos  
C) to refute an argument  
D) to maintain consistency with other speakers  

Question 201
A good topic for a speech
A) requires only minimal preparation.  
B) shows listeners how smart you are.  
C) can be covered in the time allotted.  
D) focuses on campus problems.  

Question 202
Which of the following is not a function of narratives?
A) make listeners seem more approachable  
B) lull listeners into acceptance of ideas  
C) add interest  
D) invite listeners to join in the action  

Question 203
In which of these situations would your public speaking skills be most useful?
A) watching the evening news  
B) constructing an argument  
C) studying for a test  
D) talking with friends  

Question 204
Inferences are
A) attitudes and beliefs.  
B) judgments about right and wrong.  
C) opinions based on facts.  
D) assumptions based on incomplete data.  

Question 205
Anyone can put anything on the Internet.
A) True  
B) False  

**Question 206**

What is not an important consideration in topic selection?
A) personal interest in topic  
B) audience benefit  
C) audience comfort  
D) ethical considerations  

**Question 207**

Speeches that show your audience how they can improve themselves and enhance their chances for success touch on independence needs.
A) True  
B) False  

**Question 208**

Fallacies are what kind of errors?
A) of reasoning  
B) of evidence  
C) in judgment  
D) of fact  

**Question 209**

The body of your speech
A) should be shorter than your introduction.  
B) should be written out in full.  
C) should not include supporting material.  
D) contains your main points.  

**Question 210**

What is required by the principle of subordination?
A) specific material is presented first  
B) material descends in importance from general to specific  
C) all statements at a given level be of differing importance  
D) material be given similar levels of importance  

**Question 211**

The first stage in the persuasive process is
A) awareness.  
B) understanding.  
C) anticipation.  
D) agreement.  

**Question 212**

Using personal knowledge as part of your presentation will make your speech seem more authentic.
A) True  
B) False  

**Question 213**

What does the speaker do in the exploration phase of topic selection?
Question 214

Speeches of description rely heavily on
A) connotative language.
B) inferences and opinions.
C) clear, concrete, and colorful language.
D) abstract words.

Question 215

When your information is sensitive, what characteristic of evidence becomes very important?
A) relationships
B) timeliness
C) relevance
D) authority

Question 216

Explain why library research is an important addition to personal knowledge.

Question 217

Material that is accurate and reliable should be verifiable through other sources.
A) True
B) False

Question 218

What is the first step in preparing a speech?
A) preparing a thesis statement
B) finding material to make the speech clear and interesting
C) selecting your topic
D) designing your speech so it fits together well

Question 219

Presenting a handout containing your main points at the end of a speech would be an example of using a presentation aid for which purpose?
A) establish authenticity
B) increase understanding
C) aid memory
D) enhance credibility

Question 220

Impromptu speaking
A) is good for long speeches on complex topics.
B) is done with little or no preparation.
C) is the best method when you can't find any research on a topic.
D) is a synonym for extemporaneous speaking.

Question 221

Narratives require too much time to be used in the conclusion of a speech.
A) True
Question 222

Stating, "Tonight's speaker is admired by all," meets which goal of an introductory speech?

A) sets up the speech
B) makes the speaker feel welcome
C) presents the speaker's qualifications
D) prepares the audience


Question 223

Which of the following is not suggested as a means of building identification?

A) using narratives
B) separating fact from fiction
C) renewing group commitment
D) recognizing heroes and heroines


Question 224

Quoting experts enhances competence.

A) True
B) False


Question 225

A striking quotation can end your speech effectively.

A) True
B) False


Question 226

Using the topic, "Outlining A Speech," list three main and three subpoints in a formal outline format.


Question 227

When should you use presentation aids?

A) to highlight attractive people you are speaking about
B) at any opportunity during your presentation
C) when they increase the clarity and effectiveness of the speech
D) when you are not very knowledgeable about sections of your presentation


Question 228

No difference exists between .net and .com web sites.

A) True
B) False


Question 229

After-dinner speeches can serve what purpose?

A) celebrate the beginning or end of a course of action
B) ask listeners for behavioral changes
C) ask listeners for attitude changes
D) share radical perspectives


Question 230

What type of speaking stresses the sharing of identities and values that unites people into communities?
Question 231
Testimony adds authority to a speech.
A) True
B) False

Question 232
The specific purpose summarizes the essential message of your speech
A) True
B) False

Question 233
Which is the last outline type you develop?
A) working
B) key-word
C) source
D) formal

Question 234
Why are ceremonial speeches important?
A) provide people with a sense of purpose
B) establish rules of behavior
C) contain cultural icons
D) reduce stress for participants

Question 235
How might you use belonging needs to motivate an audience?

Question 236
What type of testimony may actually be more credible because of bias?
A) prestige testimony
B) expert testimony
C) reluctant testimony
D) lay testimony

Question 237
Extemporaneous presentations are usually more effective than memorized ones.
A) True
B) False

Question 238
It is important to be abreast of recent events concerning your speech topic.
A) True
B) False

Question 239
Lay testimony can be used to establish the objective validity of ideas.
A) True
B) False

### Question 240

List and discuss three ways to establish common ground with a diverse audience.

### Question 241

Discuss the relationship between attitudes, beliefs, and values.

### Question 242

The principle of closure applies least to which speech design?
A) problem-solution
B) causation
C) refutative
D) narrative

### Question 243

Giving affection fulfills what type of need?
A) security
B) esteem
C) inclusion
D) belonging

### Question 244

What is the term for words used in surprising and unusual ways?
A) figurative language
B) poetry
C) prose
D) creative writing

### Question 245

Why is slight communication anxiety a good thing?
A) Everyone can feel the excitement.
B) The speaker is more psyched.
C) The audience knows the speaker cares.
D) The audience is more sympathetic.

### Question 246

When is summarizing your message in your conclusion most important?
A) when speaking in the morning
B) when your speech is complex
C) when talking to peers
D) when others have spoken to the audience

### Question 247

What explains why people behave the way they do?
A) relevancy
B) needs
C) motivation
D) values
<table>
<thead>
<tr>
<th>Question 248</th>
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</table>
| LexisNexis Academic is a news resource.  
A) True  
B) False  

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<thead>
<tr>
<th>Question 249</th>
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</table>
| Which part of an attitude system is at the core of our identity?  
A) morals  
B) beliefs  
C) values  
D) attitudes  

<table>
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<tr>
<th>Question 250</th>
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</table>
| A persuasive definition presents a perspective that may make the listeners want to share it.  
A) True  
B) False  

<table>
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<tr>
<th>Question 251</th>
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</table>
| Too much of the information on the Internet is biased to allow the Internet to be a good reference tool.  
A) True  
B) False  

<table>
<thead>
<tr>
<th>Question 252</th>
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</table>
| List and discuss four techniques you can use to get the audience's attention.  

<table>
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<tr>
<th>Question 253</th>
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</table>
| What is impaired by the use of jargon?  
A) conciseness  
B) colorfulness  
C) cultural sensitivity  
D) clearness  

<table>
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<tr>
<th>Question 254</th>
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</table>
| Maximum susceptibility to persuasion occurs during childhood and declines as people grow older.  
A) True  
B) False  

<table>
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<tr>
<th>Question 255</th>
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</table>
| What kind of reasoning emphasizes that knowledge can be gained about a situation by considering a similar situation?  
A) formulation  
B) observation  
C) analogy  
D) principle  

<table>
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<tr>
<th>Question 256</th>
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</thead>
</table>
| What is another term for a false dilemma?  
A) a post hoc fallacy  
B) a shaky principle fallacy  
C) either-or thinking  
Question 257

What is/are used by the speaker to show the audience how ideas are connected?
A) transitions
B) main points
C) summary
D) subpoints

Question 258

All types of testimony can demonstrate that a statement is factually true.
A) True
B) False

Question 259

How can becoming a better listener improve your life?

Question 260

What moves people to action and makes them act in certain ways?
A) need
B) motivation
C) expectation
D) attitude

Question 261

How does a topic briefing help you do a better job as a speaker?
A) prepares the audience
B) helps you anticipate problems
C) keeps you sharp between presentations
D) allows the audience time to reflect

Question 262

Which type of testimony would you use if you wanted to provide an understanding of the real-life consequences of issues?
A) expert testimony
B) prestige testimony
C) lay testimony
D) reluctant testimony

Question 263

Don't assume that what is true in general about a population will automatically be true about the particular twenty-five or so people who will be listening to your speech.
A) True
B) False

Question 264

To begin your working outline, write out
A) the speech function and the preview.
B) the speech function and thesis statement.
C) the specific purpose and thesis statement.
D) the specific purpose and the speech function.
Question 265

In addition to acknowledging the recipient of the award, what should you do during an award presentation?
A) tell jokes
B) explain the nature of the award
C) acknowledge the presenter's achievements
D) share your relationship with the recipient

Question 266

What may cause a description to become less effective?
A) audience inattention
B) emotional overkill
C) unfamiliar terms
D) overcomplexity

Question 267

Where on the Internet can you find the most current information?
A) magazine web sites
B) university web sites
C) library web sites
D) newspaper web sites

Question 268

Mind mapping establishes certain basic patterns of expression we take for granted in order to free our minds for creative exploration.
A) True
B) False

Question 269

Explain the importance of group affiliations in understanding your audience.

Question 270

Which of the following is a nondirective topic selection technique?
A) topoi
B) media prompts
C) brainstorming
D) interest chart

Question 271

Which communication scholar introduced the idea of ideographs?
A) Michael Calvin McGee
B) Kenneth Burke
C) Herman Cohen
D) Richard Weaver

Question 272

What kind of follow up is seeking elaboration on a response?
A) verifier
B) reinforcer
C) probe
D) mirror question
Question 273
Which types of evidence are especially important during the awareness phase of persuasion?
A) examples
B) testimony
C) facts and statistics
D) narratives

Question 274
When speaking to a large audience you should
A) rely heavily on an elaborate PowerPoint slide show.
B) change your visual focus from time to time.
C) ignore feedback from listeners.
D) avoid making controversial statements.

Question 275
What is the best way to think of public speaking skills?
A) less important than other oral communication skills
B) expanded conversation
C) possessed only by a privileged few
D) a mysterious skill

Question 276
Provide an example of how reluctant testimony can be used to the speaker's advantage when supporting ideas.

Question 277
In speeches of contention, a speaker
A) directly refutes opposing arguments.
B) ignores opposing arguments.
C) admits the weaknesses of his or her position.
D) counters with a co-active approach.

Question 278
People typically base their stereotypes on easily visible characteristics, such as gender, race, or age.
A) True
B) False

Question 279
Which type of presentation aid seldom works well for classroom speeches?
A) pictures
B) posters
C) objects
D) chalk board

Question 280
What is the final step in the development of a working outline?
A) adding transitions
B) adding a summary
C) preparing an introduction
D) preparing a conclusion
Question 281

When you will need to handle questions after a presentation, you should
A) write out complete answers to distribute as handouts.
B) refuse to answer embarrassing questions.
C) give a curt answer to hostile questions.
D) prepare for questions in advance.

Question 282

Ethnocentrism is the belief that our way of life is the “right” and superior way.
A) True
B) False

Question 283

Attitudes are what we know or think we know about subjects.
A) True
B) False

Question 284

Which method of speaking is most useful when speakers seek accuracy or eloquence?
A) impromptu
B) memorized
C) manuscript
D) extemporaneous

Question 285

Outline the process involved when putting your first speech together.

Question 286

Describe the characteristics of an effective narrative.

Question 287

What should you refrain from in the initial stage of brainstorming?
A) wild thinking
B) free association
C) criticizing
D) combining

Question 288

Which of the following is a directive technique?
A) mind mapping
B) creative associations
C) topic area interest charts
D) brainstorming

Question 289

Brainstorming encourages free associations.
A) True
B) False
### Question 290

Credibility is independent of organization.  
A) True  
B) False  

### Question 291

What must you examine to determine the authority of a web site?  
A) source and origin  
B) source and designer  
C) source and sponsor  
D) source and users  

### Question 292

Explain the technique of mind mapping.  

### Question 293

What is characteristic of the connotative meaning of a word?  
A) Connotations are generally agreed-upon usage.  
B) Connotations present its dictionary definition.  
C) Connotations invest a subject with emotion.  
D) Connotations are objective.  

### Question 294

What is rapidly becoming the standard presentation media for organizations and education?  
A) computer presentations  
B) overheads  
C) flip charts  
D) graphs  

### Question 295

What must you have to ensure proper loudness?  
A) assess your speaking rate  
B) freedom from anxiety  
C) have good breath control  
D) vary your pitch  

### Question 296

What kind of follow up is being used when the interviewer states, "If I understand you correctly, you're saying . . ."?  
A) verifier  
B) reinforcer  
C) probe  
D) mirror question  

### Question 297

List and identify four of the elements of ethos.  

### Question 298

Which of the following is not an element of ethos?  
A) competence  
B) motivation
<table>
<thead>
<tr>
<th>Question</th>
<th>Text</th>
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<tbody>
<tr>
<td>Question 299</td>
<td>Why would you use humor in the introduction of a speech?  &lt;br&gt;<strong>A)</strong> create animosity  &lt;br&gt;<strong>B)</strong> preview your message  &lt;br&gt;<strong>C)</strong> capture attention  &lt;br&gt;<strong>D)</strong> establish credibility  &lt;br&gt;<strong>Answer:</strong> <a href="https://biology-forums.com/index.php?topic=379111">https://biology-forums.com/index.php?topic=379111</a></td>
</tr>
<tr>
<td>Question 301</td>
<td>What principles should the letters, numbers, and indentation on a formal outline follow?  &lt;br&gt;<strong>A)</strong> simplicity and subordination  &lt;br&gt;<strong>B)</strong> coordination and balance  &lt;br&gt;<strong>C)</strong> subordination and balance  &lt;br&gt;<strong>D)</strong> coordination and subordination  &lt;br&gt;<strong>Answer:</strong> <a href="https://biology-forums.com/index.php?topic=379149">https://biology-forums.com/index.php?topic=379149</a></td>
</tr>
<tr>
<td>Question 302</td>
<td>Citing experts in your speech helps develop your perceived  &lt;br&gt;<strong>A)</strong> competence.  &lt;br&gt;<strong>B)</strong> dynamism.  &lt;br&gt;<strong>C)</strong> goodwill.  &lt;br&gt;<strong>D)</strong> integrity.  &lt;br&gt;<strong>Answer:</strong> <a href="https://biology-forums.com/index.php?topic=378871">https://biology-forums.com/index.php?topic=378871</a></td>
</tr>
<tr>
<td>Question 304</td>
<td>What obligations are even more important in persuasive speaking than in informative speaking?  &lt;br&gt;<strong>A)</strong> summaries  &lt;br&gt;<strong>B)</strong> grammatical correctness  &lt;br&gt;<strong>C)</strong> transitions  &lt;br&gt;<strong>D)</strong> ethical  &lt;br&gt;<strong>Answer:</strong> <a href="https://biology-forums.com/index.php?topic=379295">https://biology-forums.com/index.php?topic=379295</a></td>
</tr>
<tr>
<td>Question 305</td>
<td>What are those who usually rely on colorful language to disguise the inadequacy of their proof doing?  &lt;br&gt;<strong>A)</strong> making flawed comparisons  &lt;br&gt;<strong>B)</strong> begging the question  &lt;br&gt;<strong>C)</strong> confusing fact and opinion  &lt;br&gt;<strong>D)</strong> using a red herring  &lt;br&gt;<strong>Answer:</strong> <a href="https://biology-forums.com/index.php?topic=379287">https://biology-forums.com/index.php?topic=379287</a></td>
</tr>
<tr>
<td>Question 306</td>
<td>Which attention factor is operating when you suddenly notice that the wind has stopped blowing?  &lt;br&gt;<strong>A)</strong> intensity</td>
</tr>
</tbody>
</table>
Question 307

Statements like, "We believe in hard work and earning our way," are at times examples of which type of problem?
A) ethnocentrism  
B) bias  
C) sexism  
D) symbolic racism

Question 308

A spatial design is based on physical relationships, such as east-west, north-south, or points around a circle.
A) True  
B) False

Question 309

When preparing a manuscript presentation you should
A) write as you would for an essay.  
B) single space your speaking manuscript.  
C) write in good oral style.  
D) work from an outline in your head.

Question 310

To determine the main points of your speech, you should consult
A) a specialized bibliography.  
B) a list of supporting materials you found.  
C) a general encyclopedia.  
D) your research overview.

Question 311

A balanced presentation aid has what characteristic?
A) utilizes the golden rectangle  
B) pleasant to the eye  
C) right to left symmetry  
D) follows the principle of thirds

Question 312

To help listeners, you should
A) structure your message so that it is easy to remember.  
B) establish the relevance of your topic to them.  
C) sustain attention throughout your speech.  
D) all of the above

Question 313

Nothing you do in your speech will affect your ethos.
A) True  
B) False

Question 314

The informative value of a speech is measured by
A) how many sources the speaker cites in the presentation.
B) the length of the speaker's bibliography.
C) how much new and important information it contains.
D) the novelty of the material presented.

Question 315

What type of graph dramatically displays comparisons and contrasts?
A) histogram
B) line graph
C) bar graph
D) pie graph

Question 316

List and discuss three major motivational appeals that might be useful in speeches.

Question 317

Which of the following statements is true of persuasive speaking, but not informative speaking?
A) teaches us something
B) offers choices
C) expands awareness
D) advocates a position

Question 318

Which fallacy occurs when a speaker attacks the person rather than the argument?
A) ad hominem
B) slippery slope
C) non sequitur
D) red herring

Question 319

Cognitive restructuring involves
A) changing the messages you send yourself.
B) picturing yourself being successful.
C) having your mind tell your body to relax.
D) focusing on topics you know.

Question 320

One type of colorful language, known as "the poetry of everyday life," is called
A) slang.
B) amplification.
C) doublespeak.
D) jargon.

Question 321

You can speak responsibly with two hours of research.
A) True
B) False

Question 322

What does a speaker need to do when offering an interpretation of facts?
A) overwhelm listeners with information
Question 323

What is important to remember when using graphics during a speech?
A) Graphics must be very complex.
B) Graphics can make your speech conclusive.
C) Graphics must be instantly clear.
D) Graphics must be displayed for a long time during the speech.

Question 324

What is the level that produces a strong voice with minimal effort called?
A) optimum pitch
B) optimum tone
C) habitual tone
D) habitual pitch

Question 325

What is the placement of the voice on a musical scale?
A) rate
B) volume
C) quality
D) pitch

Question 326

The epilogue of a narrative
A) introduces important characters.
B) foreshadows the action of the plot.
C) reflects on the meaning of the story.
D) contains a summary statement.

Question 327

Define the principles of coordination and subordination and explain their importance when outlining a speech.

Question 328

Adjusting your speech to a particular audience is unethical.
A) True
B) False

Question 329

What is the problem with trying to give a five-minute presentation on ecology?
A) The topic is irrelevant.
B) Enough material could not be found.
C) The topic needs to be better focused.
D) The audience would not be interested.

Question 330

In his Rhetoric, Aristotle suggested that there are three fundamental forms of proof. Which of the following was not one of Aristotle’s proofs?
A) pathos
B) mythos
Question 331

What are you practicing when successive sentences or phrases follow the same pattern of wording in order to emphasize an idea?
A) superordination
B) subordination
C) hierarchical construction
D) parallel construction

Question 332

Media prompts can generate timely topics.
A) True
B) False

Question 333

What should you determine first if you have to give an impromptu speech?
A) your main points
B) what supporting material to include
C) your purpose
D) an organizational pattern

Question 334

Taking someone on a tour of New York City would call for which speech design?
A) comparative
B) sequential
C) spatial
D) categorical

Question 335

What type of graph would be best for showing change over time?
A) line graph
B) histogram
C) pie graph
D) pictograph

Question 336

The speech's introduction should preview the message.
A) True
B) False

Question 337

What is a word that imitates or represents noise, smell, flavor, or touch called?
A) ideograph
B) alliteration
C) amplification
D) onomatopoeia

Question 338

Sources of information have ethos just as speakers do.
A) True
Question 339
Which verb is most concrete?
A) moves
B) strides
C) ambulates
D) walks

Question 340
Who is the major figure in the myth in which humans were taught to make fire, reminding us that information is power?
A) Prometheus
B) Hercules
C) Athena
D) Zeus

Question 341
When people’s attitudes, beliefs, or values come into conflict with each other, they typically experience
A) an inoculation effect.
B) a sleeper effect.
C) cognitive restructuring.
D) cognitive dissonance.

Question 342
What should you emphasize most about a recipient during an award presentation?
A) uniqueness
B) background
C) connection with the audience
D) education

Question 343
The speaker who proposes too drastic a change may be met with a
A) boomerang effect.
B) one-sided proposal.
C) Frisbee effect.
D) multisided proposal.

Question 344
“To tune” the audience is the function of what kind of speech?
A) acceptance speech
B) speech of introduction
C) speech of inspiration
D) eulogy

Question 345
When you walk to the podium you should
A) tell a joke.
B) take several deep breaths.
C) ask the audience to bear with you.
D) act confident.
Question 346
Share three guidelines for using facts and statistics.

Question 347
Profusion is a meta search engine.
A) True
B) False

Question 348
How does the use of supporting material in a persuasive speech differ from its use in an informative speech?
A) increases ethos
B) justifies a claim to listeners
C) illustrates subpoints
D) supports the main points

Question 349
List and discuss three ways you can meet the challenge of audience diversity.

Question 350
When you need facts and figures for your presentation, you could consult any of the following, EXCEPT:
A) periodicals.
B) encyclopedias.
C) atlases.
D) almanacs.

Question 351
What sort of speech topic should you select?
A) a topic that received a good grade last semester
B) a topic you think will impress the teacher
C) a topic you know something about
D) a topic you can easily research

Question 352
Which of the following is not an effective strategy for removing barriers to commitment?
A) using a lot of emotional appeals
B) borrowing ethos from respected authorities
C) relating your suggestions to listener values
D) providing missing information

Question 353
Your presentation should sound very formal to create the proper atmosphere.
A) True
B) False

Question 354
Which technique is used to develop a narrative?
A) testimony
B) facts
C) example
D) dialogue
Question 355
Which of the following is most abstract?
A) my small dog, Coco
B) dog
C) small dog
D) creature

Question 356
How do the goals differ for speeches to inform, persuade, and celebrate?

Question 357
Do not use your full outline as you present your speech.
A) True
B) False

Question 358
Which of the following is considered an unethical use of testimony?
A) paraphrasing
B) presenting only one point of view
C) quoting out of context
D) prestige testimony

Question 359
Explain how a speaker can effectively use photographs and pictures in a speech.

Question 360
Where in your speech would metaphors be especially useful?
A) introduction only
B) thesis statement and specific purpose
C) introduction and conclusion
D) summary statement

Question 361
For public speaking to be effective, what other means of communication must reinforce verbal language?
A) presentation aids
B) vocal language
C) body language
D) vocal feedback

Question 362
The conclusion of your speech
A) simply summarizes what you have said.
B) should be longer than your introduction.
C) should leave listeners with something to remember.
D) is best left unstated.

Question 363
What should you remember when using computer-assisted presentations?
A) be sure to have a fast computer
B) your message is most important
C) don't forget the bells and whistles
D) templates simplify development

Question 364

The plot of a narrative is the same as which part of a speech?
A) body
B) introduction
C) transitions
D) conclusion

Question 365

The online catalogue is the most valuable resource in the library.
A) True
B) False

Question 366

How does a thesis statement differ from a specific purpose?

Question 367

Which element of ethos arises from listeners’ perceptions of you as a confident and enthusiastic speaker?
A) dynamism
B) integrity
C) competence
D) goodwill

Question 368

What would be the best speech design for a speech on "The Three Types of Bosses"?
A) refutative
B) sequential
C) spatial
D) categorical

Question 369

Why are facts and statistics important in speeches?
A) They provide authenticity.
B) They are more representative than examples.
C) They add substance to your ideas.
D) They add interest to a message.

Question 370

How should you practice your speech?
A) use your key-word outline only
B) begin with your full-sentence outline then move to your key-word outline
C) begin with your key-word outline then move to your full-sentence outline
D) use your full-sentence outline only

Question 371

Which of the following is not a reason why public speaking can be frightening?
A) importance of the occasion
B) perfectionism
Question 372
How can you establish an impression of competency during your presentation?

Question 373
An invitation to speak will usually suggest what sort of purpose?
A) common
B) casual
C) general
D) direct

Question 374
What should a speaker do to encourage uncommitted listeners?
A) provide necessary information
B) avoid borrowing ethos
C) overstate the case
D) rely heavily on emotional appeals

Question 375
What is a good introductory technique for establishing a mood for your speech?
A) citing a quotation
B) presenting a startling fact
C) telling a story
D) asking a rhetorical question

Question 376
What are you attempting to do when you resurrect heroes and heroines?
A) revitalize beliefs
B) present a clear plan of action
C) demonstrate the need for involvement
D) arouse enthusiasm

Question 377
You should state your main points simply.
A) True
B) False

Question 378
Why is freedom of speech so important?
A) It empowers the public.
B) It allows us to speak in public.
C) It prevents censorship of music.
D) It allows x-rated movies.

Question 379
When speaking to a diverse audience, you might seek common ground based on what?
A) bonding experiences
B) universal human values
C) recent events
<table>
<thead>
<tr>
<th>Question 380</th>
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<tbody>
<tr>
<td><strong>Comparisons and contrasts can both be used if an idea is highly technical.</strong></td>
</tr>
<tr>
<td>A) True</td>
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<td>B) False</td>
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<thead>
<tr>
<th>Question 381</th>
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<tbody>
<tr>
<td><strong>Which of the following is not a benefit of taking a course in public speaking?</strong></td>
</tr>
<tr>
<td>A) improved listening skills</td>
</tr>
<tr>
<td>B) becoming electable to office</td>
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<tr>
<td>C) sharpen research skills</td>
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<tr>
<td>D) controlling communication apprehension</td>
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<tr>
<th>Question 382</th>
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<tbody>
<tr>
<td><strong>Which outline format contains the most detail?</strong></td>
</tr>
<tr>
<td>A) working</td>
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<tr>
<td>B) key-word</td>
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<tr>
<td>C) formal</td>
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<tr>
<td>D) source</td>
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<tr>
<td>Answer: <a href="https://biology-forums.com/index.php?topic=379159">here</a></td>
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<tr>
<th>Question 383</th>
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<tbody>
<tr>
<td><strong>Which method of speaking best allows the speaker to respond to listener feedback?</strong></td>
</tr>
<tr>
<td>A) impromptu</td>
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<tr>
<td>B) memorized</td>
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<td>C) extemporaneous</td>
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<td>D) manuscript</td>
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<tr>
<th>Question 384</th>
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<tbody>
<tr>
<td><strong>What are the basic tenets of ethical persuasion?</strong></td>
</tr>
<tr>
<td>A) evidence and examples</td>
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<tr>
<td>B) respect for ideas and listeners</td>
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<td>C) logic and reasoning</td>
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<td>D) honesty and candor</td>
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<th>Question 385</th>
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<tbody>
<tr>
<td><strong>Brainstorming is a technique that encourages and harnesses free associations in response to the challenge of topic discovery.</strong></td>
</tr>
<tr>
<td>A) True</td>
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<tr>
<td>B) False</td>
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<tr>
<th>Question 386</th>
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<tbody>
<tr>
<td><strong>When facing a reluctant audience, a persuasive speaker should</strong></td>
</tr>
<tr>
<td>A) set high goals for change.</td>
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<tr>
<td>B) avoid presenting information that runs counter to his or her position.</td>
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<tr>
<td>C) begin with areas of agreement.</td>
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<td>D) go on the attack immediately.</td>
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<tr>
<th>Question 387</th>
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<tbody>
<tr>
<td><strong>When the expected order of words in a sentence or phrase is reversed to make the statement more memorable, what is the speaker using?</strong></td>
</tr>
<tr>
<td>A) alliteration</td>
</tr>
<tr>
<td>B) parallel construction</td>
</tr>
</tbody>
</table>
C) antithesis
D) inversion

Question 388
Describe how people mentally organize information.

Question 389
Our esteem needs for self-respect and success are rarely satisfied through accomplishments, praise, and recognition.
A) True
B) False

Question 390
Which type of testimony is qualified by training and experience?
A) expert testimony
B) lay testimony
C) reluctant testimony
D) prestige testimony

Question 391
Who does an ethical speech show respect for?
A) author
B) speaker
C) audience
D) sponsor

Question 392
Which type of informative speech shows the audience how to do something?
A) description
B) demonstration
C) explanation
D) repetition

Question 393
Which of the following is the first step in developing an effective refutation?
A) Tell the audience how the point will be refuted.
B) State the point to be refuted and explain why it is important.
C) Explain the significance of the refutation.
D) Cite sources and authorities the audience finds credible.

Question 394
What type of chart is best for showing the steps in a process?
A) a complex maze
B) a pie chart
C) a flow chart
D) a line drawing

Question 395
What is characteristic of evidence that relates directly to the issues being discussed?
A) recent
B) representative
C) reliable
Question 396

What is the flaw in the following specific purpose, “To inform my audience about New York City?”
A) too technical
B) too trivial
C) too general
D) too vague

Question 397

If I were to suggest to my audience that there is nothing wrong with having a good time, what motivation am I hoping to tap into?
A) curiosity
B) enjoyment
C) independence
D) change

Question 398

To present an ethical informative speech, you should
A) leave out information you disagree with.
B) strive to be as subjective as possible.
C) present all information important for audience understanding.
D) all of the above

Question 399

To provide evidence in a persuasive speech you should
A) use examples or narratives to humanize a problem.
B) use only expert testimony.
C) use only factual data.
D) rely solely on facts and figures.

Question 400

Describe how effective listening skills benefit the speaker and the listener.

Question 401

What causes the physical symptoms of communication anxiety?
A) overactive imagination
B) reduced blood flow
C) a lack of control
D) adrenaline rush

Question 402

What elements are included in integrated communication?
A) body, voice, content
B) source, message, receiver
C) language, message, style
D) channel, noise, feedback

Question 403

There is an important "play instinct" in humans that may fuel our need to enjoy ourselves and what we are doing.
A) True
B) False
Question 404
What problem may arise if you fail to offer oral citations for quoted material?
A) loss of ethos
B) lower grade on the outline
C) plagiarism
D) increase in your audience appeal

Question 405
What does a preliminary tuning effect refer to?
A) the other speeches given before your speech
B) the occasion of the speech
C) the time of day
D) the overall effect of the events of the day

Question 406
A topic area inventory shows just how different you are from your audience.
A) True
B) False

Question 407
What are you respecting when you practice ethical communication?
A) the speaker and the listener
B) the speaker and his or her ideas
C) the integrity of ideas and your listeners
D) your listeners and sources of information

Question 408
Which of the following is not a criterion for selecting a topic?
A) It will not require much research
B) It meets the requirements of the assignment
C) It is personally interesting to me
D) It will be useful for my audience to hear

Question 409
As a public speaker, you should become a serious student of audiences.
A) True
B) False

Question 410
As a general rule, what should you provide the first time you use an unfamiliar term?
A) a definition
B) an example
C) a description
D) an explanation

Question 411
Independence is unimportant to young adults who are in the process of finding themselves.
A) True
B) False
Question 412
The speaker should reject information that contradicts a claim by regarding it as atypical.
A) True
B) False

Question 413
When doing research on the Internet, you should always try more than one search engine.
A) True
B) False

Question 414
What sort of person puts undue pressure on themselves?
A) procrastinator
B) slacker
C) perfectionist
D) visualizer

Question 415
Speakers who talk too rapidly or too slowly may contribute to which type of listening problem?
A) nonverbal problems
B) message problems
C) environmental problems
D) presentational problems

Question 416
What is another word for the vividness of language?
A) color
B) conciseness
C) cultural sensitivity
D) correctness

Question 417
What can outlining help you do?
A) Become a more organized person.
B) Correct problems before they become mistakes.
C) Provide supporting material for your speech.
D) Avoid rhetorical arrogance.

Question 418
Which motivation are you tapping into when you urge the audience to volunteer for community service?
A) tradition
B) nurturance
C) independence
D) control

Question 419
What is a "verbal illustration"?
A) an example
B) a description
C) an explanation
D) a definition
**Question 420**

What is important to know about an advocacy web site?
A) the group’s agenda  
B) the number of users  
C) the amount of contributions  
D) the site designer


**Question 421**

Understanding the audience’s motivation is not possible.
A) True  
B) False


**Question 422**

Which part(s) of the speech should you commit to memory?
A) introduction and body  
B) body and conclusion  
C) introduction and conclusion  
D) body


**Question 423**

What type of map is best to use in a presentation?
A) brightly colored  
B) simple and uncluttered  
C) commercially prepared  
D) detailed


**Question 424**

Which type of outline should you use for presenting your speech?
A) formal  
B) working  
C) complete  
D) key-word


**Question 425**

During an acceptance speech, how should you tailor your language?
A) to the mood of the evening  
B) to the least articulate audience member  
C) to the formality of the occasion  
D) to the members of the press who are present


**Question 426**

Raina asks her friend, Travis, to function as a presentation aid. Which behavior would be inappropriate for Travis?
A) Travis should sit in the back row of the room and come forward at the right moment.  
B) Travis should understand that his role is to illustrate the message.  
C) Travis should rehearse the presentation with Raina.  
D) Travis should be willing to act as a presentation aid.


**Question 427**

Name two presentation aids that should be used sparingly in a speech and explain why.

Question 428
Describe what is involved in a topic briefing.

Question 429
Good examples add clarity and vividness to a message.
A) True
B) False

Question 430
In which speech design does a similarity or difference become a main point?
A) contract
B) comprehensive
C) analogy
D) comparison and contrast

Question 431
In which kind of reasoning do speakers use to establish that their reasoning is grounded in reality?
A) inductive
B) syllogistic
C) deductive
D) analogous

Question 432
What is the primary purpose of a eulogy?
A) present a biography of the deceased
B) allow friends to speak
C) celebrate virtues
D) comfort the living

Question 433
Statistics should be relevant to the speaker's and listeners' locales.
A) True
B) False

Question 434
What should the speaker do when handling questions and answers?
A) Never say "I don't know."
B) Repeat or paraphrase the question.
C) Make eye contact only with the questioner.
D) Provide a lengthy response.

Question 435
How are conversations different from public speaking?
A) They are grounded in responsible knowledge.
B) They are more audience-centered.
C) They have a clearer purpose.
D) The speaker/listener change roles.

Question 436
What is a "word picture"?
### Question 437

In a persuasive speech, a categorical design might be used to
A) present the steps in a plan of action.
B) trace this history of a problem.
C) list the reasons why an audience should change.
D) stress the advantages of a position.

**Answer:** https://biology-forums.com/index.php?topic=379309

### Question 438

Differentiating between advocacy web sites and information web sites is a simple process.
A) True
B) False

**Answer:** https://biology-forums.com/index.php?topic=379035

### Question 439

What is motivation that is grounded in the history of a culture called?
A) belonging
B) safety
C) comfort
D) tradition

**Answer:** https://biology-forums.com/index.php?topic=378895

### Question 440

Which characteristic of good speeches grabs and holds the attention of the audience?
A) good topic
B) colorful content
C) energetic presentation
D) all of the above

**Answer:** https://biology-forums.com/index.php?topic=379271

### Question 441

What is the nervousness that comes before you make a presentation called?
A) preflight jitters
B) anxiety sensitivity
C) false anxiety
D) prespeech anxiety

**Answer:** https://biology-forums.com/index.php?topic=378836

### Question 442

What does the speaker do in the discovery phase of topic selection?
A) identify the audience
B) identify specific topics
C) identify large topic areas
D) identify purposes

**Answer:** https://biology-forums.com/index.php?topic=378946

### Question 443

To arouse listeners' emotions, listeners might use
A) metaphors and similes.
B) denotative language.
C) objective language.
D) connotative language.

**Answer:** https://biology-forums.com/index.php?topic=379195
Question 444
When a speaker uses the exact words of others, it is known as paraphrasing.
A) True
B) False

Question 445
List and explain four questions you might use to test your topic.

Question 446
Which of the following is not a criterion for evaluating supporting material?
A) relevance
B) reasoning
C) reliability
D) recency

Question 447
Which part of the speech should be the longest?
A) conclusion
B) transitions
C) introduction
D) body

Question 448
Narratives should not be used in the speech's introduction.
A) True
B) False

Question 449
What problem might you encounter if you choose to deliver your speech from a manuscript?
A) type will be too small
B) your delivery will not be eloquent
C) losing the pages
D) failure to practice enough

Question 450
Examples in a speech
A) clarify important points.
B) take up too much time.
C) should be long.
D) should be used only to gain attention.

Question 451
What is objective information free from?
A) generalities
B) testimony
C) opinions
D) bias

Question 452
What is the most valuable resource in the library?
A) special collections
B) reference librarian
C) online catalogue
D) databases

Question 453
What should you do to help calm yourself before your speech?
A) cut back on preparation
B) picture the audience naked
C) take a deep breath
D) practice selective relaxation

Question 454
How does a formal outline differ from a working outline?
A) It is complete in every detail.
B) It makes use of letters and numbers.
C) It follows established conventions of outlining.
D) It lists every resource the speaker checked in preparing the speech.

Question 455
What fallacy draws attention away from the real issues of a dispute?
A) ad hominem
B) non sequitur
C) red herring
D) slippery slope

Question 456
What type of informative speech is useful for talking about abstract or complicated subjects?
A) explanation
B) demonstration
C) description
D) repetition

Question 457
What fallacy has been employed when the general principle and the specific example are not related to each other?
A) red herring
B) ad hominem
C) non sequitur
D) post hoc

Question 458
What does a rhetorical question do?
A) makes the audience think
B) solicit oral answers
C) establishes credibility
D) presents several alternatives

Question 459
The thesis statement of a speech
A) indicates what listeners should learn or do.
B) acts as a transition into the main points.
C) describes the topic in general terms.
D) summarizes the essential message of the speech.
Question 460
It is unethical to adapt a topic to fit your audience.
A) True
B) False

Question 461
Explain how you might avoid using sexist language.

Question 462
What does repeating a phrase throughout your speech help the audience do?
A) comprehend
B) stay awake
C) remember
D) understand

Question 463
List and explain four types of graphs.

Question 464
Ethical persuasion relies most heavily on which form of proof?
A) ethos
B) pathos
C) logos
D) mythos

Question 465
A good topic need not be personally interesting to you.
A) True
B) False

Question 466
Explain the purpose of a working outline.

Question 467
What is the first step in overcoming a bias?
A) listening for content
B) performing a perception check
C) taking a critical inventory
D) admitting you have one

Question 468
What characterizes an extemporaneous speech?
A) prepared and practiced
B) prepared off-the-cuff
C) read to ensure accuracy
D) memorized to appear natural
Question 469
Define and discuss the most appropriate uses for each of the three types of testimony.

Question 470
Using an internal summary is an example of using a stock phrase.
A) True
B) False

Question 471
Responsible knowledge is information that you care about.
A) True
B) False

Question 472
Why is critical listening important?

Question 473
The plot of a narrative
A) should introduce the major characters.
B) unfolds in a sequence of scenes.
C) follows the epilogue.
D) should have three main points.

Question 474
Supporting material belongs at the sub-point level of a speech.
A) True
B) False

Question 475
What might a description help to create?
A) an environment
B) a mood
C) ethos
D) common ground

Question 476
When listening to a speech, you should be listening for the whole message. To do this, you must be doing all of the following, except:
A) building an overall picture of the meaning of the speech in your mind.
B) paying attention to the non-verbal clues.
C) listening for the main ideas.
D) writing down everything the speaker says.

Question 477
Reading your introduction from your notecards is acceptable as long as you know the body of your speech by heart.
A) True
B) False

Question 478
Speeches of contention
A) are never an acceptable tactic.
B) are most useful with a reluctant audience.
C) are most useful with a divided audience.
D) are most useful with a committed audience.

Question 479
A key-word outline
A) should be the first outline you prepare.
B) need not contain reference citations.
C) does not have subpoints.
D) contains essential words or phrases to jog your memory.

Question 480
How does oral language differ from written language?
A) less informal and inner-directed
B) more informal and spontaneous
C) more formal and spontaneous
D) less formal and intense

Question 481
When you tell an audience that following a particular path is vital to their personal well-being, what are you trying to do?
A) arouse enthusiasm
B) demonstrate the need for involvement
C) present a clear plan
D) revitalize beliefs

Question 482
What are you appealing to when you suggest to the audience that they can be winners?
A) survival
B) achievement
C) altruism
D) nurturance

Question 483
List and define the three types of examples.

Question 484
Some basic guidelines for using presentation aids effectively include which of the following?
A) Check out any electronic equipment in advance of the presentation.
B) Never point to something on the presentation aid.
C) Distribute material during the speech.
D) Display the presentation aid throughout the speech.

Question 485
What are graphics?
A) posters developed for your presentation
B) iconic representations of stories
C) visual representations of information
D) listing of the main points of the speech
Question 486
Which techniques help a speaker avoid plagiarism?
A) Allow yourself enough time to prepare for your presentation.
B) Summarize a newspaper or magazine article in your speech.
C) Cite all of your sources at the beginning of the speech.
D) Mix in your own ideas when quoting or paraphrasing others in your notes.

Question 487
When discussing subjects that have natural or customary divisions, which speech design is most useful?
A) categorical
B) sequential
C) spatial
D) comparative

Question 488
What are we trying to change when we practice mind mapping?
A) our judgments about experiences
B) our fears
C) our inhibitions
D) our basic way of looking at things

Question 489
Which of the following communication anxiety management techniques involves preparing a script?
A) visualizing
B) selective relaxation
C) cognitive restructuring
D) extemporizing

Question 490
If you make your point stand out compared to other information on the same subject, which attention factor are you utilizing?
A) objectivity
B) relevance
C) intensity
D) comparison

Question 491
The motivated sequence design
A) concludes with a call for action.
B) concludes with a visualization of results.
C) begins by presenting a plan of action.
D) begins by demonstrating a need.

Question 492
What should you do to ensure adequate coverage of a topic on the Internet?
A) use well-known sites
B) use the most current sites
C) use a major site
D) use multiple sites

Question 493
Presentation anxiety is best defined as
Question 494

What is the general purpose of a speech to persuade?
A) share knowledge
B) give advice
C) create goodwill
D) manage impressions


Question 495

When you don't specify the source information, you might find yourself inadvertently committing plagiarism.
A) True
B) False


Question 496

Identification takes place when the speaker and listener share what?
A) goals and values
B) language
C) meaning
D) space


Question 497

Few people are strongly moved to give and receive affection, companionship, approval, and support from others.
A) True
B) False