Speakers Guidebook 8th edition Ohair Test Bank

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Name:_____ Class:_____ Date:_____

Chapter 1

1. Learning to speak effectively can enhance one's personal and professional goals.
   a. True
   b. False

ANSWER: a

2. Oral communication skills are ranked as the number one job skill employers seek MOST in college graduates.
   a. True
   b. False

ANSWER: a

3. Preparing speeches can help students develop skills needed in other college courses.
   a. True
   b. False

ANSWER: a

4. The practice of giving speeches was originally known as persuasion.
   a. True
   b. False

ANSWER: b

5. The practice of rhetoric, or oratory, emerged full force in Greece in the fifth-century B.C.E.
   a. True
   b. False

ANSWER: a

6. In the Roman republic, citizens met in public spaces called marketplaces to engage in oral discourse.
   a. True
   b. False

ANSWER: b

7. What the Greeks called the agora exists today in the form of town halls.
   a. True
   b. False

ANSWER: a

8. The Internet is today's global public forum or agora.
   a. True
   b. False

ANSWER: a

9. The Greeks referred to advocating or legal speech as epideictic oratory.

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a. True
b. False
ANSWER: b

10. Most modern-day public figures engage primarily in epideictic oratory.
a. True
b. False
ANSWER: b

11. According to Roman scholars of rhetoric, including Cicero and Quintilian, memory is one of the five canons of rhetoric.
a. True
b. False
ANSWER: a

12. Delivery refers to adapting speech information to the audience in order to make a case.
a. True
b. False
ANSWER: b

13. The five canons of rhetoric are invention, adaptation, arrangement, timing, and delivery.
a. True
b. False
ANSWER: b

14. Public speaking is similar in many ways to engaging in an important conversation.
a. True
b. False
ANSWER: a

15. Effective speaking and effective writing both require a sense of who the audience is.
a. True
b. False
ANSWER: a

16. In general, speakers use more unfamiliar words and complex sentences than do writers.
a. True
b. False
ANSWER: b

17. Cultural intelligence involves becoming more sympathetic to another culture.
a. True

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b. False

ANSWER: a

18. Public speaking involves less opportunity for feedback than dyadic communication.
    a. True
    b. False

ANSWER: a

19. Unlike dyadic communication, public speaking usually occurs in formal settings.
    a. True
    b. False

ANSWER: a

20. The process of converting thoughts into words is termed decoding.
    a. True
    b. False

ANSWER: b

21. The receiver decodes, or interprets, the message.
    a. True
    b. False

ANSWER: a

22. The audience's response to a message is called feedback.
    a. True
    b. False

ANSWER: a

23. A message can be expressed both verbally and nonverbally.
    a. True
    b. False

ANSWER: a

24. E-mail is one example of a communication channel.
    a. True
    b. False

ANSWER: a

25. Another term for noise is interference.
    a. True
    b. False

ANSWER: a

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26. In the context of the communication process, noise refers only to sounds that interrupt our ability to hear the sender's message.
    a. True
    b. False
ANSWER: b

27. Shared meaning is the mutual understanding of a message between speaker and audience.
    a. True
    b. False
ANSWER: a

28. A political rally is one example of a context.
    a. True
    b. False
ANSWER: a

29. The circumstance that calls for a public response is known as the rhetorical situation.
    a. True
    b. False
ANSWER: a

30. Benefits of public speaking include:
    a. gaining real-life skills.
    b. advancing written communication skills.
    c. improving dyadic communication skills.
    d. enhancing relationships with others.
ANSWER: a

31. The Athenians demonstrated their oratorical talent in a public space called a(n):
    a. public forum.
    b. deliberative forum.
    c. city-state.
    d. agora.
ANSWER: d

32. The Greeks referred to legislative or political speech as:
    a. epideictic oratory.
    b. deliberative oratory.
    c. forensic oratory.
    d. stylistic oratory.
ANSWER: b

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33. Which style of oratory is used during special ceremonies, such as celebrations and funerals?
    a. deliberative
    b. forensic
    c. improvisational
    d. epideictic

ANSWER: d

34. Which canon of rhetoric involves speakers developing their arguments and evidence to make their case to an audience?
    a. invention
    b. arrangement
    c. style
    d. delivery

ANSWER: a

35. Which canon of rhetoric refers to the speaker's vocal and nonverbal behaviors?
    a. invention
    b. style
    c. delivery
    d. memory

ANSWER: c

36. To learn public speaking, one should draw on skills that they already possess from:
    a. interviewing and arguing.
    b. small group communication and conversation.
    c. mass communication and composition.
    d. conversation and composition.

ANSWER: d

37. How does spoken language differ from written communication?
    a. Speakers use unfamiliar words and complex sentences.
    b. Oral language is less interactive than written language.
    c. Speakers make more references to themselves and to the audience.
    d. Written communication is far more formal than spoken language.

ANSWER: c

38. What term refers to the language, beliefs, values, norms, behaviors, and material objects that are passed on from one generation to the next?
    a. shared meaning
    b. culture

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c. rhetorical situation
d. public forum

ANSWER: b

39. Being skilled and flexible about understanding a culture is known as having:
a. cultural intelligence.
b. public discernment.
c. shared meaning.
d. rhetorical sensitivity.

ANSWER: a

40. A form of communication between two people, such as a conversation, is called:
a. dyadic communication.
b. public communication.
c. mass communication.
d. small group communication.

ANSWER: a

41. Dyadic communication occurs in:
a. television news broadcasts.
b. speeches.
c. conversations.
d. small groups.

ANSWER: c

42. In which form of communication is the audience usually NOT present with the speaker, causing feedback to be delayed?
a. mass communication
b. small group communication
c. public speaking
d. dyadic communication

ANSWER: a

43. What factor distinguishes public speaking from other forms of communication?
a. opportunities for feedback
b. focus on relevant issues
c. sensitivity to listeners
d. ability to be understood

ANSWER: a

44. Which type of communication is the MOST formal?

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a. small group
b. dyadic
c. public
d. conversation

ANSWER: c

45. Converting thoughts into words is called:
a. encoding.
b. decoding.
c. receiving.
d. channeling.

ANSWER: a

46. What term refers to the process of interpreting a message?
a. feedback
b. decoding
c. encoding
d. channeling

ANSWER: b

47. What term refers to the audience's verbal or nonverbal response to a message?
a. feedback
b. interpretation
c. meaning
d. rhetorical situation

ANSWER: a

48. When a speaker tells a joke and an audience member raises their eyebrows, the audience member is engaging in:
a. civic engagement.
b. feedback.
c. conversation.
d. critical thinking.

ANSWER: b

49. Any physical, psychological, or environmental interference with the message is called:
a. feedback.
b. context.
c. noise.
d. rhetorical situation.

ANSWER: c

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50. The mutual understanding of a message between the speaker and the audience is called:
    a. decoding.
    b. context.
    c. rhetorical situation.
    d. shared meaning.

ANSWER: d

51. Anything that influences the speaker, such as the situation or environment in which a speech is given, is known as:
    a. noise.
    b. context.
    c. feedback.
    d. shared meaning.

ANSWER: b

52. The cultures of the speaker and audience members are part of the:
    a. speaking context.
    b. degree of formality.
    c. canons of rhetoric.
    d. public forum.

ANSWER: a

53. The circumstance that calls for a public response is known as the:
    a. source.
    b. rhetorical situation.
    c. public forum.
    d. agora.

ANSWER: b

54. List and explain three benefits of public speaking.

ANSWER: Exact answers may vary. Correct answers should note that public speaking can help individuals gain real-life skills that lead to greater confidence and satisfaction. It can also help people advance their professional goals. Oral and written communication are the most important skills employers look for in a college graduate.

55. How does public speaking training enhance an individual's career as a student?

ANSWER: Exact answers may vary. Correct answers should note that public speaking can help hone students' researching, writing and outlining, reasoning, critical thinking, and listening skills. It can also help students deliver better oral presentations in other courses (sciences and mathematics, technical, social science, arts and humanities, education, nursing and allied health, and business courses).

56. Explain how developing public speaking skills can help an individual become a more engaged citizen.

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ANSWER: Exact answers may vary. Correct answers should note that people can use public speaking to become more involved in addressing issues they care about. It can also help them become a more active participant in democracy and learn the rules of engagement for effective and ethical public discourse.

57. List and describe three of the five canons of rhetoric.

ANSWER: Exact answers may vary. Correct answers should note that the five canons of rhetoric are invention (discovering the types of evidence and arguments one will use to make their case to an audience), arrangement (organizing the evidence and arguments in ways that are best suited to the topic and the audience), style (the way one uses language to express ideas), memory (the practice of the speech until it can be artfully delivered), and delivery (the vocal and nonverbal behavior one uses when speaking).

58. Explain how public speaking is similar to conversation.

ANSWER: Exact answers may vary. Correct answers should note that in both public speaking and conversation, speakers must attempt to make themselves understood, involve and respond to their conversational partners, and take responsibility for what they say.

59. What does it mean to develop an effective oral style?

ANSWER: The style used in public speaking should be more similar to spoken language than written language. Language used in public speaking is simpler, more rhythmic, more repetitious, and more interactive than either conversation or writing.

60. What is culture, and why should a speaker consider it when preparing a speech?

ANSWER: Exact answers may vary. Correct answers should note that culture is the language, beliefs, values, norms, behaviors, and material objects that are passed on from one generation to the next. Speakers must be skilled and flexible about understanding a culture, gradually reshape their thinking to be more sympathetic to the culture, and become skilled and appropriate when interacting with others from the culture.

61. List and describe one similarity and one difference between public speaking and small group communication.

ANSWER: Exact answers may vary. Correct answers may note that like small group communication, public speaking requires that speakers address a group of people who are focused on the speaker and expect them to clearly discuss issues that are relevant to the topic and to the occasion. Unlike group communication, the opportunity for feedback is limited in public speaking.

62. Discuss how mass communication and public speaking are similar.

ANSWER: Exact answers may vary. Correct answers should note that public speaking and mass communication both require that speakers understand and appeal to the audience members' interests, attitudes, and values.

63. Explain why public speaking is usually more formal than other types of communication.

ANSWER: Exact answers may vary. Correct answers should note that when speaking in public, the speaker is the focal point of attention in what is usually a more formal setting. Listeners expect a more systematic presentation, so public speaking requires more preparation and practice than other forms

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of communication.

64. List and describe the elements of the communication process.

ANSWER: The source, or sender, creates, organizes, and produces (encodes) the message. The receiver (audience) interprets (decodes) the message and responds with feedback, which can be conveyed verbally and nonverbally. The message is the content of the communication process. The medium through which the speaker sends a message is the channel. Any interference with the message is called noise. The speaker and the audience co-create meaning.

65. Give two examples of noise in a public speaking situation.

ANSWER: Exact answers may vary. Correct answers should note that examples of noise in a public speaking situation can be physical sounds, such as cell phones ringing or people talking, psychological distractions, such as heightened emotions, or environmental interferences, such as the room being too hot or cold.

66. What is a specific speech purpose, and why is it important in the speech making process?

ANSWER: A specific speech purpose is what the speaker wants the audience to learn or do as a result of listening to the speech. The specific speech purpose helps the speaker stay focused and gives them direction throughout the preparation and delivery of the speech.

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