Public Speaking The Evolving Art 4th edition Coopman Test Bank

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TRUE/FALSE

1 : With practice, it is possible to completely speech anxiety.
A : true
B : false

Correct Answer : B

2 : If your confidence in your speaking skills is relatively low, then your level of speech anxiety will likely also be relatively low.
A : true
B : false

Correct Answer : B

3 : Your temperament may influence your level of speech anxiety.
A : true
B : false

Correct Answer : A

4 : Visualization involves seeing yourself making mistakes during your speech so that you can correct them ahead of time.
A : true
B : false

Correct Answer : B

5 : Relabeling involves assigning positive words or phrases to the physical reactions and feelings associated with speech anxiety.
A : true
B : false

Correct Answer : A

6 : Giving the same or similar speech for multiple audiences is one of the best ways to build confidence and reduce speech anxiety.
A : true
B : false

Correct Answer : A

7 : Speech anxiety can come from a number of sources of uncertainty including uncertainty about how to use the technology.
A : true
B : false

Correct Answer : A

8 : Speech anxiety never occurs after a speech is finished.
A : true
B : false

Correct Answer : B

9 : Relabeling techniques help reduce the physical symptoms of stress, such as increased heart rate and tense muscles.
A : true
B : false

Correct Answer : B

10 : According to your textbook, research suggests that practicing your speech in front of audiences is likely to increase your speech anxiety.
A : true
B : false

Correct Answer : B

11 : According to your textbook, memorizing your introduction and conclusion can boost your confidence and reduce anxiety.
A : true
B : false

Correct Answer : A

12 : If you misstate a point, get your ideas out of order, or mispronounce a word, you should quickly point out your mistake and apologize to the audience before moving on.
A : true
B : false

Correct Answer : B

13 : The illusion of transparency suggests that people believe that their internal states, like speech anxiety, are easily observable by others.
A : true
B : false

Correct Answer : A

14 : If you practice the tips in your textbook you, like most people, can eliminate all speech anxiety.
A : true
B : false

Correct Answer : B

15 : More outgoing and assertive people may not experience much anxiety when anticipating a public speaking situation.
A : true
B : false

Correct Answer : A

SHORT RESPONSE

16 : List three types of speech anxieties or uncertainties which affect public speakers and the questions they force the speakers to ask themselves.

Correct Answer : Any three of these seven:1.the speaker's role?what should I do?2.my speaking abilities?what am I able to do?3.my ideas?how well do I know my topic?4.the audience's response?how will others react?5.the setting?how familiar/unfamiliar is the space?6.the technology?will the technology work?7.how others will evaluate me?what impressions will I make?

17 : Discuss how you can use visualization, relabeling, and relaxation to manage speech anxiety, build confidence, and improve your effectiveness when you speak.

Correct Answer : Visualization- Visualize yourself giving a successful speech by thinking through the sequence of events that will make up the speech in a positive, detailed, concrete, and step-by-step way. Focus on the positive! Relabeling- Replace negative words and phrases and anxious feelings with positive ones. Relaxation- Using relaxation techniques such as breathing exercises can help reduce nervousness and reduce the physical symptoms of stress, thus increasing your confidence.

18 : In what ways is choosing the topic of your speech important to the success of your speech?

Correct Answer : If you are interested in your topic, you will focus more on it and less on yourself. Choosing a topic you are passionate about will put you at ease and make you more comfortable speaking. If certain topics make you anxious, then you should avoid them.

19 : Briefly mention four ways to manage your anxiety on the day of you speech.

Correct Answer : Any four of these seven:1.Dress for the occasion.2.Keep all your notes and materials organized.3.Arrive early.4.Practice your breathing techniques.5.Warm up your voice.6.Make sure all technical aspects of you speech are ready.7.Concentrate on the other speakers and speeches.

20 : In what ways can you turn your fear of public speaking into something positive?

Correct Answer : Your fears can motivate you to prepare better for your speech by making you more focused on things like researching, organizing, and practicing thoroughly for your speech. This will in turn make for a better speech and a much more positive experience for the speaker.

21 : Discuss the two main causes of speech anxiety, giving examples of each cause.

Correct Answer : The two main causes are temperament and how a person has learned to respond to uncertainty in situations. Examples include: people who are generally uncomfortable in social situations, may have low self esteem, are shy, and enjoy activities on their own. Situations that may cause uncertainty are those that aren't experienced every day, such as job interviews or public speeches.

MULTIPLE CHOICE

22 : ____ theory believes people become anxious when faced with uncertain or unfamiliar

situations.
A : transmission
B : social exchange
C : uncertainty reduction
D : speech

Correct Answer : C

23 : Ryan decided instead of being fearful and apprehensive about his upcoming speech, he would try to be excited and look forward to it. This behavior is called ____.
A : relaxation
B : relabeling
C : visualization
D : wishful thinking

Correct Answer : B

24 : Unlike in everyday conversations, your public speaking audience expects you to ____.
A : be brief
B : be an authority on you subject
C : be technical
D : know little about your topic

Correct Answer : B

25 : Which perspective suggests that fear response to public speaking is rooted in the basic brain activity underlying ones personality?.
A : Communibiology paradigm
B : Uncertainty reduction theory
C : Communication apprehension theory
D : Transparency theory

Correct Answer : A

26 : The spotlight effect refers to ____.
A : people paying no attention to your speech
B : being nervous because you are illuminated by a spotlight
C : thinking the audience is observing you more carefully than they really are
D : focusing too much on one aspect of your speech

Correct Answer : C

27 : The less you believe you can predict a positive response from your audience, the more you will feel.
A : relaxed
B : anxious
C : confident
D : enthusiastic

Correct Answer : B

28 : Kim decided to try visualization to manage her speech anxiety. She imagined herself giving a speech that far exceeded her actual abilities. Which of the following is likely to be the result of

Kims attempt at visualization?
A : Kim will deliver a perfect speech.
B : Kim will become more and more anxious rather than less anxious as she delivers her speech.
C : Kim will not feel anxious about her speech.
D : Kim will feel anxious at the beginning of the speech but will relax as the speech continues.

Correct Answer : A

29 : When Carlos was preparing his speech, he carefully saw himself completing each step in a positive, detailed, systematic way. This approach is called ____.
A : re-labeling
B : visualization
C : visual aids
D : over-planning

Correct Answer : B

30 : Diaphragmatic breathing, meditation breathing, and tension-release breathing exercises are part of what technique used to prepare for a speech?
A : relaxation
B : increasing heart rate
C : increasing your level of tension
D : avoiding muscle cramps

Correct Answer : A

31 : Which of the following would tend to INCREASE the level of speech anxiety when presenting your speech?
A : Getting an early start on your speech preparation.
B : Choosing a topic you care about.
C : Effectively researching your topic.
D : Choosing a topic about which you know little.

Correct Answer : D

32 : If Lucinda wants to help reduce her anxiety about giving a speech, she should ____.
A : wait until the last minute to prepare
B : avoid thinking about her speech beforehand
C : practice her speech in front of an audience
D : not practice her speech at allimpromptu is better

Correct Answer : C

33 : Kelly was sure that her audience would notice every mistake she made during her speech. This belief is known as ____.
A : the spotlight effect
B : the illusion of transparency
C : speech minutia
D : speech training

Correct Answer : A

34 : Which of the following should you NOT do during your speech?
A : focus on your audience
B : display a positive attitude
C : apologize for mistakes
D : pay attention to audience feedback

Correct Answer : C

35 : Speech anxiety is ____.
A : something you can and should eliminate completely
B : never a good thing
C : something which can be managed and controlled
D : a very rare occurrence

Correct Answer : C

36 : In order to deliver a good speech it is essential to ____.
A : know someone in the audience so you can relax
B : dress in your best attire
C : embellish the facts to keep things interesting
D : thoroughly plan, prepare, and practice your speech

Correct Answer : D

37 : According to your textbook, ____ refers to the fear of speaking in front of an audience.
A : Communication nervousness
B : Speech uneasiness
C : Communication apprehension
D : Speech anxiety

Correct Answer : D

38 : Which of the following was NOT listed as a source of uncertainty causing speech anxiety?
A : The speakers role
B : The speakers appearance
C : The audiences response
D : The technology

Correct Answer : B

39 : Which of the following is an example of Can-Do Language?
A : Challenges rather than problems
B : Trouble rather than mistakes
C : Criticism rather than feedback
D : Failure rather than success

Correct Answer : A

40 : As Christine began her speech, she noticed that her hands were shaking and her mouth was dry. She was sure that members of the audience knew that she was very nervous. Christine was experiencing the
A : illusion of speech anxiety
B : illusion of visualization

C : illusion of transparency
D : illusion of physicality

Correct Answer : C

41 : Jared has an outgoing and assertive personality and he has never experienced much anxiety when anticipating a public speaking situation. As a result, he
A : may lack motivation to adequately plan and practice his speech.
B : will be able to deliver a high-quality speech without much effort.
C : will be more likely to plan and practice his speech ahead of time.
D : will be more likely to experience anxiety only after his speech is over.

Correct Answer : A

42 : According to your textbook, which of the following is NOT listed as a strategy for building your (speaking) confidence?
A : Visualization
B : Relabeling
C : Envisioning
D : Relaxation

Correct Answer : C

43 : Imagining a successful communication event by thinking through a sequence of events in a positive, concrete, step-by-step way, is the definition for which strategy for building your public speaking confidence?
A : Visualization
B : Relabeling
C : Envisioning
D : Relaxation

Correct Answer : A

44 : According to your textbook, which of the following is NOT listed as a strategy for building your confidence before the day of your speech?
A : Plan and prepare your speech early
B : Choose a topic you care about
C : Practice your speech
D : Observe your fellow students speeches

Correct Answer : D