Stand Up Speak Out The Practice and Ethics of Public Speaking Version 2 0 2nd edition Wrench Test Bank

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Test Items
Chapter 2 – Ethics Matters: Understanding the Ethics of Public Speaking

Section #1

Multiple Choice Questions

1. Elspeth Tilley's Ethical Pyramid emphasizes:

a. attention, open-mindedness, and accuracy.
b. intent, means, and ends.
c. motive, means, and opportunity.
d. reading, research, and reporting.
e. speaking, listening, and assessing.
(key: b)
(difficulty: E)

2. Having ethical intent is important:

a. but not as important as achieving a very important goal.
b. from the outset, so a speaker tells the truth as fully as possible.
c. if the audience is likely to really listen.
d. to earning a good grade in Public Speaking.
e. when the purpose of the speech to persuade the audience.
(key: b)
(difficulty: M)

3. Many professional organizations have codes of ethics that contain:

a. arguments that defend a speaker's right to free speech.
b. formulas for producing ethical speech.
c. guidelines for how employees should interact with suppliers or clients.
d. rules about what one should or should not say.
e. strategies for staying out of trouble.
(key: c)
(difficulty: M)

4. A general principle that promotes ethical speech is:

a. deciding whether a behavior is beneficial for most people.
b. making an effort to avoid controversy.
c. quoting others, so that they are responsible for accuracy.
d. trying to make dangerous topics less scary.
e. wording one's statements tentatively.
(key: a)
(difficulty: E)

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5. Plagiarism:

a. is always serious, even if done by mistake.
b. is easily avoided by changing one or two words in a quotation.
c. isn't a problem if no one is harmed.
d. is not serious if done unintentionally.
e. is the best way to be accurate.
(key: a)
(difficulty: E)

6. "Means" are:

a. averages derived by adding data together and dividing the total by the number of items.
b. financial or other resources required to pursue research.
c. measures of how well we successfully say what we actually mean.
d. popular ideas accepted by most audiences.
e. tools or behaviors we employ to achieve a desired outcome.
(key: e)
(difficulty: E)

7. "Ends" are:

a. conclusions, where you summarize your main points.
b. feedback provided verbally or nonverbally by the audience.
c. honest statements.
d. outcomes you seek to achieve.
e. ways of making sure the audience understands you.
(key: d)
(difficulty: E)

8. Ends are ethical when they:

a. avoid controversial topics.
b. effectively motivate the audience to think and act morally.
c. make use of tentative statements.
d. put audience members at ease.
e. seek to provide benefit to both the speaker and the listener.
(key: e)
(difficulty: M)

9. As a test of ethicality, Elspeth Tilley suggests asking the question:

a. "Is this speech going to make the audience take me seriously?"
b. "Is this topic appropriate for the assignment and the audience?"
c. "Will this topic draw criticism?"

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d. “Will my remarks on this topic get anyone upset?”
e. “Would I be happy if the outcomes of the behavior were reversed and applied to me?”
(key: e)
(difficulty: D)

10. As a listener, you should:

a. be as open-minded as you can.
b. compare the speaker’s comments with your own knowledge.
c. maintain your own convictions when they differ from what the speaker says.
d. make inferences about dishonesty if the speaker seems nervous.
e. refuse to listen to a speaker with whom you disagree.
(key: a)
(difficulty: D)

True or False Questions

1. Having ethical intentions is all that’s necessary toward giving an ethical speech.

a. True
b. False
(key: b)
(difficulty: E)

2. Ethical listeners do not allow new ideas to influence them.

a. True
b. False
(key: b)
(difficulty: E)

3. Codes of ethics are set of laws which, if obeyed, always produce ethical speech.

a. True
b. False
(key: b)
(difficulty: M)

4. Plagiarism is sometimes done unintentionally.

a. True
b. False
(key: a)
(difficulty: E)

5. There are strategies that help you test the ethicality of your message.

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a. True
b. False
(key: a)
(difficulty: M)

Fill-in-the-Blank Questions

1. The concepts of intent, means, and ends are part of the _____ _____.

(key: ethical pyramid)
(difficulty: E)

2. _____ is the use of someone else's words and representing them as your own.

(key: plagiarism)
(difficulty: E)

3. Within the ethical pyramid, the desired outcomes are called the "_____."

(key: ends)
(difficulty: E)

4. An ethical message is one that benefits both the listeners and the _____.

(key: speaker, or source)
(difficulty: M)

5. Within the ethical pyramid, the tools and behaviors we use in order to achieve our desired outcomes are called the "_____."

(key: means)
(difficulty: E)

Short Answer Questions

1. As an ethical listener, how do you act toward a speaker with whom you don't agree?

If everyone only listened to one source of information, then we would be easily manipulated and controlled. As listeners or consumers of communication, we should realize that this diversity of perspectives enables us to be more fully informed on a subject. Listening to diverse perspectives includes being willing to hear dissenting voices. Ethical communicators will be receptive to dissent, no matter how strongly they may disagree with the speaker's message because they realize that a society that forbids dissent cannot function democratically.

2. What is a code of ethics?

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A code of ethics is a set of ethical guidelines for members of a certain group or company to abide by as they interact with those inside and outside of their organization.

3. What is one of the questions you could ask to test the ethicality of your message?

1. "Have I discussed the ethicality of the behavior with others and come to a general consensus that the behavior is ethical?"
2. "Does the behavior adhere to known codes of ethics?"
3. "Would I be happy if the outcomes of the behavior were reversed and applied to me?"

4. Draw and explain the ethical pyramid.

See Figure 2.1. In order to understand the ethicality of a message, a speaker must examine the intent of their message, the means, or tools and behaviors, that they use to communicate their message, and the outcome, or "ends" that they hope to achieve.

Essay Questions

1. Is it ever ethical to edit or alter an example or case study in order to motivate an audience toward an extremely important conclusion? Defend your answer.

Answers will vary.

2. Why is it important to be an ethical speaker?

Answers will vary.

3. What does it mean to be an ethical speaker?

Answers will vary.

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Chapter 2 Test Items
Section #2

Multiple Choice Questions

1. The NCA Credo for Ethical Communication:

a. asks us to distinguish between public and private communication.
b. expresses the NCA's deeply held values about ethical speech.
c. is entirely based on Aristotle's dialogues on ethics.
d. names the specific occasions in which a person must speak ethically.
e. provides a legal framework for ethical speech.
(key: b)
(difficulty: D)

2. Truthfulness, accuracy, and honesty mean:

a. as long as you don't blatantly lie, you are an ethical speaker.
b. distortions and exaggerations are violations of the relationship with the audience.
c. making sure the facts you choose to present are technically accurate.
d. our high-ranking politicians should not lie.
e. sources of information are unimportant as long as the information itself is factual.
(key: b)
(difficulty: D)

3. Plagiarism is unethical because:

a. audiences want to hear only the ideas that originate in your own mind.
b. it is easily detected by listeners, who will then give negative feedback.
c. it misquotes your sources of information.
d. it misrepresents another person's words and ideas as the speaker's own work.
e. it reveals the speaker as a lazy person.
(key: d)
(difficulty: E)

4. Freedom of expression, diversity of perspective, and tolerance of dissent are important:

a. because we have a right to our own opinions.
b. if it helps us form counter-arguments against people with whom we disagree.
c. to gaining an understanding of events and issues from many perspectives.
d. to our ability to identify nonconformists.
e. when it supports our most important values and beliefs.
(key: c)
(difficulty: M)

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5. Listening to others before evaluating them and responding to them is important because:

a. it's ethical behavior to be polite and respectful.
b. preconceived biases cause us to misunderstand a speaker before he or she speaks.
c. speakers can then express themselves without fear of criticism.
d. the speaker is forced to prove that their views are superior to those of the audience.
e. the speaker is obligated to do the same for us when we give a speech.
(key: b)
(difficulty: M)

6. Caring about the audience means you:

a. care what they will remember about you later.
b. make the effort to speak in a way that has their best interests at heart.
c. respect them by being completely honest about your opinions.
d. say things that give them comfort, encouragement, and relief.
e. understand exactly what the audience needs and you give it to them.
(key: b)
(difficulty: E)

7. Distortion is:

a. the audience's misunderstanding of a message.
b. a confusing error in the pronunciation of a word.
c. an emphasis on a small detail.
d. the purposeful twisting of information.
e. the use of the same word in two different ways.
(key: d)
(difficulty: E)

8. Distortion is unethical because:

a. the audience might not be sufficiently knowledgeable to decode it.
b. it causes controversy.
c. it makes unwarranted demands on the audience.
d. it misrepresents the truth.
e. the speaker might get away with it.
(key: d)
(difficulty: M)

9. Ageist, racist, sexist, and heterosexist terms are unethical because they:

a. are illegal.
b. are inaccurate.
c. degrade people.
d. distract the audience.

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e. show the speaker's ignorance.
(key: c)
(difficulty: M)

10. Audiences have a right to:

a. get simple, straightforward information.
b. hear an entertaining speech that will hold their interest.
c. know the difference between fact and opinion.
d. listen to a speech about a unique topic.
e. a speech that avoids controversy.
(key: c)
(difficulty: M)

True or False Questions

1. The NCS Credo for Ethical Communication is a set of laws governing the language of speeches.

a. True
b. False
(key: b)
(difficulty: D)

2. A good way to build an effective speech is to select evidence that supports your point of view.

a. True
b. False
(key: b)
(difficulty: E)

3. Ethics concerns questions of right and wrong.

a. True
b. False
(key: a)
(difficulty: E)

4. Websites are reliable sources of accurate, ethical information.

a. True
b. False
(key: b)
(difficulty: M)

5. An ethical speaker must cite her or his sources of both ideas and quotations.

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a. True
b. False
(key: a)
(difficulty: E)

Fill-in-the-Blank Questions

1. As audience members, we should _____ to a speaker before making judgments about them or their message.

(key: listen)
(difficulty: E)

2. A speaker should get permission before disclosing someone's personal story in order to keep from violating his or her _____.

(key: privacy, or confidentiality)
(difficulty: M)

3. When we speak, we must accept responsibility for the _____ our messages set in motion.

(key: consequences)
(difficulty: E)

4. Twisting or altering information as a way to detract from its original meaning is called _____.

(key: distortion)
(difficulty: E)

5. The use of information or ideas without citing the source is called _____.

(key: plagiarism)
(difficulty: E)

Short Answer Questions

1. What is your ethical responsibility as an audience member?

Free speech allows us to hear and consider multiple points of view so that we can make more informed decisions. We should listen to others with an open mind and not make judgments before hearing a speaker's message.

2. Why must a speaker be selective about her or his sources of information?

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As speakers, we must examine our information sources and determine whether they are biased or have hidden agendas. We should always attempt to find objective sources that do not have an overt or covert agenda that skews our argument.

3. What must a speaker do when they paraphrase someone's work or ideas?

A speaker needs to verbally tell an audience when he/she is using someone else's information.

4. Why is freedom of expression important?

A civil society depends on freedom of expression, diversity of perspective, and tolerance of dissent. Informed and responsible decisions can only be made if all members of society are free to express their thoughts and opinions. Diverse viewpoints, including those that disagree with accepted authority, are important for the functioning of a democratic society. Ethical communicators will be receptive to dissent, no matter how strongly they may disagree with the speaker's message because they realize that a society that forbids dissent cannot function democratically.

5. List at least three reasons why a person should cite the sources that she or he uses.

Citing sources can help: a person to avoid plagiarism; others to delve further into a topic using the research that was cited; bolster an argument and show that a work is well researched; allow a person to show that she or he has an understanding of the subject matter; offer support for and enhance a person's argument; ensure that a person's work is ethical.

Essay Questions

1. What are some of the ways a speaker can show respect for the audience?

Learn as much as possible about your audience, a process called audience analysis.
To create a climate of caring and mutual respect, it is important for us as speakers to be open with our audiences so that our intentions and perceptions are clear. Nothing alienates an audience faster than a speaker with a hidden agenda unrelated to the stated purpose of the speech.

2. Why should we tolerate diverse viewpoints?

Diverse viewpoints, including those that disagree with accepted authority, are important for the functioning of a democratic society. If everyone only listened to one source of information, then we would be easily manipulated and controlled. For this reason, we believe that individuals should be willing to listen to a range of speakers on a given subject. As listeners or consumers of communication, we should realize that this diversity of perspectives enables us to be more fully informed on a subject.

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Chapter 2 Test Items
Section #3

Multiple Choice Questions

1. What is the right to express information, ideas, and opinions free of government restrictions based on content and subject only to reasonable limitations?

a. free speech
b. unrestricted oral liberty
c. rhetorical flexibility
d. rhetorical freedom
e. systematic freedom
(key: a)
(difficulty: E)

2. Free speech for United States citizens is guaranteed by which historical document?

a. Bill of Rights
b. Declaration of Independence
c. Magna Carta
d. Treatise of Washington Square
e. Supreme Court Decision *Morse et al. v. Frederick*
(key: a)
(difficulty: M)

3. Which of the following freedoms is NOT guaranteed in the First Amendment of the US Constitution?

a. no law respecting an establishment of religion
b. free exercise of religion
c. freedom of speech
d. freedom of press
e. pursuit of happiness
(key: e)
(difficulty: M)

True or False Questions

1. Freedom of speech is guaranteed in the Declaration of Independence.

a. True
b. False
(key: b)
(difficulty: E)

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2. There is a universally agreed upon interpretation of the US Constitution.

a. True
b. False
(key: b)
(difficulty: M)

3. There are reasonable limitations to free speech within the United States.

a. True
b. False
(key: a)
(difficulty: M)

4. Free speech prevents us from hearing multiple points of view so we can make informed decisions.

a. True
b. False
(key: b)
(difficulty: M)

5. Free speech is guaranteed to American citizenry through the Bill of Rights.

a. True
b. False
(key: a)
(difficulty: E)

Fill-in-the-Blank Questions

1. The _____ _____ _____ guarantees American citizenry free speech.

(key: Bill of Rights)
(difficulty: E)

2. _____ _____ is the right to express information, ideas, and opinions free of government restrictions based on content and subject only to reasonable limitations.

(key: Free speech)
(difficulty: E)

Short Answer Questions

1. Explain the importance of the First Amendment in regards to public speaking.

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Free speech is especially important to us as public speakers because expressing information and ideas is the purpose of public speaking. It is also important to audiences of public speeches because free speech allows us to hear and consider multiple points of view so that we can make more informed decisions.

2. Explain why it is important for citizens to understand the limits of free speech in the United States.

As US citizens, it is important to be aware of both the protections afforded by free speech and its limits so that we can be both articulate speakers and critical listeners when issues such as antiwar protests at military funerals or speech advocating violence against members of specific groups come up within our communities.

3. Explain why it is important for citizens to pay attention to judicial decisions that affect free speech.

The concept of "free speech" and what it actually means is constantly being debated by politicians and judges alike, so it is important to stay informed on the latest developments regarding free speech.

Essay Questions

1. Describe how *Morse et al. v. Frederick* limited student free speech. How do you think this could affect individuals engaged in public speaking?

In this case, a high school student held up a sign reading "Bong Hits 4 Jesus" across from the school during the 2002 Olympic Torch Relay. The principal suspended the teenager, and the teen sued the principal for violating his First Amendment rights. Ultimately, the court decided that the principal had the right to suspend the student because he was advocating illegal behavior. Answers will vary.

2. Why should public speakers be worried about limitations placed on the constitutional right to free speech?

Answers will vary.

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