

Table of Contents

Chapter 1.....	2
Chapter 2.....	12
Chapter 3.....	22
Chapter 4.....	32
Chapter 5.....	42
Chapter 6.....	52
Chapter 7.....	62
Chapter 8.....	70
Chapter 9.....	80
Chapter 10.....	89
Chapter 11.....	97
Chapter 12.....	105
Chapter 13.....	114
Chapter 14.....	122
Chapter 15.....	130
Chapter 16.....	138
Chapter 17.....	146
Chapter 18.....	154
Chapter 19.....	162
Chapter 20.....	170
Chapter 21.....	178
Chapter 22.....	186
Chapter 23.....	194
Chapter 24.....	202
Chapter 25.....	211
Chapter 26.....	219

Test Bank Chapter 1

1-1 Multiple Choice

1-1.1. Studying public speaking will result in long-term advantages related to _____ and _____.

- A) empowerment; employment
- B) relationships; employment
- C) intelligence; leadership
- D) leadership; relationships

LO 1.1: Explain why it is important to study public speaking.

Topic: Why Study Public Speaking?

Page: 1

Difficulty: 1 - Easy

Skill: Factual

Answer: A

1-1.2. Rachel is called on to speak in front of her Theories of Education class, but she is not nervous because she has gained confidence and competence in her public speaking class, a term that your text calls

- A) employment.
- B) ethnicity.
- C) effectiveness.
- D) empowerment.

LO 1.1: Explain why it is important to study public speaking.

Topic: Why Study Public Speaking?

Page: 1

Difficulty: 3 - Difficult

Skill: Application

Answer: D

1-1.3. The nineteenth century practice of delivering famous speeches from history, instead of writing one's own speeches, is

- A) formulation.
- B) declamation.
- C) lecturing.
- D) public address.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 1 - Easy

Skill: Factual

Answer: B

1-1.4. Turn of the nineteenth century speakers who expressed their emotions through prescribed dramatic postures, movements, gestures, facial expressions, and tones of voice were practicing the art of

- A) pontification.
- B) prophesy.
- C) declamation.
- D) elocution.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 1 - Easy

Skill: Factual

Answer: D

1-1.5. Which of the following statements BEST characterizes public speaking in the twentieth and twenty-first centuries?

- A) Students of public speaking practice the arts of declamation and elocution.
- B) Great orators continue to refine guidelines for public speakers.
- C) Technologies let speakers reach worldwide audiences and expand the parameters of public speaking.
- D) Age-old public-speaking traditions are no longer relevant as we develop new and improved methods for addressing some of the most difficult challenges in history.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 2 - Medium

Skill: Conceptual

Answer: C

1-1.6. Translating ideas and images in the speaker's mind into verbal or nonverbal messages that an audience can understand is termed

- A) listening.
- B) feedback.
- C) encoding.
- D) decoding.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 1 - Easy

Skill: Factual

Answer: C

1-1.7. If a speaker has trouble finding words to convey his or her ideas or sends contradictory nonverbal symbols, listeners may not be able to _____ the speaker's verbal and nonverbal symbols back into a message.

- A) encode
- B) codify
- C) decode
- D) externalize

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 2 - Medium

Skill: Conceptual

Answer: C

1-1.8. While listening to a speech about the rules of cricket, the speaker uses jargon that Terry doesn't understand. In this circumstance, Terry is experiencing problems with

- A) feedback.
- B) decoding.
- C) encoding.
- D) the channel.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 3 - Difficult

Skill: Application

Answer: B

1-1.9. What is the term for something that interferes with the communication process?

- A) channel confusion
- B) decoding
- C) noise
- D) encoding

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 1 - Easy

Skill: Factual

Answer: C

1-1.10. A speaker transmits a message through two channels:

- A) auditory and eye contact.
- B) visual and auditory.
- C) visual and nonverbal.
- D) voice and inflection.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 1 - Easy

Skill: Factual

Answer: B

1-1.11. Which of the following is affected by a speaker's posture and gestures?

- A) visual communication channel
- B) auditory communication channel
- C) internal noise
- D) context

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 2 - Medium

Skill: Conceptual

Answer: A

1-1.12. The roar of a lawn mower or a noisy air conditioner are examples of

- A) feedback.
- B) misinterpretation.
- C) external noise.
- D) internal noise.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 3 - Difficult

Skill: Application

Answer: C

1-1.13. Dave has signed up to be last in the speaking order because his twenty-first birthday was the day before and he just *had* to celebrate. He feels so tired and hung over that he doesn't even realize it's time for him to speak until the teacher calls his name...twice. What is Dave experiencing?

- A) internal noise

- B) an encoding-decoding breakdown
- C) external noise
- D) poor channel selection

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 3 - Difficult

Skill: Application

Answer: A

1-1.14. Colin had researched, outlined, and practiced his speech carefully but on the day he was to give the speech, his girlfriend broke up with him. He found it impossible to keep his mind on his speech or his audience and continually lost his place. What public speaking term BEST describes this situation?

- A) psychological noise
- B) speaker anxiety
- C) auditory channel deficiency
- D) physiological noise

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 3 - Difficult

Skill: Application

Answer: A

1-1.15. Without an audience to hear and provide _____, public speaking serves little purpose.

- A) noise
- B) encoding
- C) feedback
- D) context.

Answer: C

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 2 - Medium

Skill: Conceptual

Answer: C

1-1.16. The environment or situation in which a speech occurs is termed

- A) a channel.

- B) feedback.
- C) the context.
- D) the message.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 1 - Easy

Skill: Factual

Answer: C

1-1.17. A speaking venue that is hot, crowded, or poorly lit can make it difficult for a speaker to deliver a speech and an audience to receive a speech. This demonstrates the impact of _____ on both speaker and audience.

- A) context
- B) channels
- C) encoding
- D) decoding

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 3 - Difficult

Skill: Application

Answer: A

1-1.18. George just transferred to a university in southern California. In his speech class, he gave an introductory speech that had a great deal of humor. He thought if he made jokes about his Texas hometown and the university he had transferred from, the audience would like him. But the audience didn't laugh at his humor or appreciate his speech. Which of the following statements BEST applies to this situation?

- A) George didn't adapt his speech according to the cultural traditions and expectations of his audience.
- B) George should have known that humor only works when a professional uses it.
- C) George didn't do anything wrong; the audience was just uninformed and uneducated.
- D) George should have known that most audiences don't appreciate humor in a speech.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4-5

Difficulty: 3 - Difficult

Skill: Application

Answer: A

1-1.19. One of the ways that public speaking and conversation are different is that public speaking is

- A) unplanned.
- B) more formal.
- C) less complicated.
- D) more casual.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 6

Difficulty: 2 - Medium

Skill: Conceptual

Answer: B

1-1.20. During her speech to a student group about the importance of voter registration, Celine spoke very casually, sat on the table in the front of the room, and was dressed in shorts and an old t-shirt. Which of the following statements BEST describes this situation?

- A) Celine adapted to her audience well by making her speech an informal event.
- B) Celine did nothing wrong by taking a casual approach to a casual topic.
- C) Celine violated several ethical principles about public speaking.
- D) Celine ignored the rule that public speaking is more formal than conversation.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 6

Difficulty: 3 - Difficult

Skill: Application

Answer: D

1-2 True/False

1-2.1. The ability to speak with competence and confidence will provide empowerment.

LO 1.1: Explain why it is important to study public speaking.

Topic: Why Study Public Speaking?

Page: 1

Difficulty: 1 - Easy

Skill: Factual

Answer: True

1-2.2. Public speaking skills can make you more confident, but they have no impact on your long-term employment success.

LO 1.1: Explain why it is important to study public speaking.

Topic: Why Study Public Speaking?

Page: 1

Difficulty: 1 - Easy

Skill: Factual

Answer: False

1-2.3. During this Golden age of public speaking, the Greek philosopher Aristotle formulated, and Roman orators refined, guidelines for speakers that we still follow today.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 1 - Easy

Skill: Factual

Answer: True

1-2.4. In the twenty-first century, students of public speaking often practice the art of declamation—the delivery of an already famous address.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 1 - Easy

Skill: Factual

Answer: False

1-2.5. It is an audience member's responsibility to properly encode a speaker's remarks.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 1 - Easy

Skill: Factual

Answer: False

1-2.6. A receiver's perception of a message is dependent on his or her past experiences, attitudes, beliefs, and values.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 1 - Easy

Skill: Factual

Answer: True

1-2.7. Slang expressions are perfectly appropriate for most types of public speaking.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 6

Difficulty: 1 - Easy

Skill: Factual

Answer: False

1-2.8. Public speaking is more fluid and interactive than conversation.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 6

Difficulty: 1 - Easy

Skill: Factual

Answer: False

1-2.9. Public speaking is more planned and formal than conversation.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 5-6

Difficulty: 1 - Easy

Skill: Factual

Answer: True

1-2.10. In a two-person communication transaction, both individuals are sending and receiving at the same time.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 5

Difficulty: 1 - Easy

Skill: Factual

Answer: True

1-3 Essay

1-3.1. Discuss the rich heritage of public speaking beginning with the Greeks to the present. Give specific examples of the differences in presentation style for each era.

LO 1.2: Discuss in brief the history of public speaking.

Topic: The Rich Heritage of Public Speaking

Page: 2

Difficulty: 2 - Medium

Skill: Conceptual

1-3.2. Explain how encoding and decoding operate in the public speaking context.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 2 - Medium

Skill: Conceptual

1-3.3. Internal and external noise can interfere with the transmission of a message. Briefly define these two terms and offer an example of each.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4

Difficulty: 3 - Difficult

Skill: Application

1-3.4. List and discuss the components of the visual channel of communication.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 3

Difficulty: 2 - Medium

Skill: Conceptual

1-3.5. Discuss the impact of context on both the speaker and audience. Provide specific examples of how context can affect the public speaking experience.

LO 1.3: Sketch and explain a model that illustrates the components and the process of communication.

Topic: The Communication Process

Page: 4-5

Difficulty: 2 - Medium

Skill: Conceptual

Test Bank Chapter 2

2-1 Multiple Choice

2-1.1. According to the text, _____ percent of people report feeling anxious about public speaking.

- A) less than 10
- B) more than 80
- C) 50
- D) 99

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 8

Difficulty: 1 - Easy

Skill: Factual

Answer: B

2-1.2. When facing public speaking anxiety, the goal for the speaker should be to

- A) eliminate it.
- B) increase it to help increase performance.
- C) manage and understand it.
- D) share it with the audience to engage their sympathy.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 8

Difficulty: 2 - Medium

Skill: Conceptual

Answer: C

2-1.3. The closer to the time came for Dennis to present his speech, the more anxious he became. While watching the speech just before his, Dennis felt his heart pounding and felt as though he would forget everything he planned to say. Which of the following statements BEST reflects this situation?

- A) Obviously, Dennis is a beginning speaker. If he had more experience he wouldn't get nervous.
- B) It is obvious that Dennis isn't prepared for his speech or else he wouldn't be nervous.
- C) Dennis is experiencing a severe physical reaction that stems from low self-esteem.
- D) Dennis is experiencing a form of anxiety that is common to public speakers.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page:

Difficulty: 3 - Difficult

Skill: Application

Answer: D

2-1.4. All of the following are common reasons that people experience speaking anxiety EXCEPT

- A) fear of humiliation.
- B) a fear of people in general.
- C) worry about their appearance.
- D) concern about not being prepared.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 8

Difficulty: 2 - Medium

Skill: Conceptual

Answer: B

2-1.5. A study found that _____ are likely to experience more anxiety than _____ when speaking to people from a culture different from their own.

- A) men; women
- B) people from collectivist cultures; people from individualist cultures
- C) women; men
- D) people from individualist cultures; people from collectivist cultures

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 9

Difficulty: 1 - Easy

Skill: Factual

Answer: A

2-1.6. Which of the following traits is linked to increased speaking apprehension?

- A) creativity
- B) impatience
- C) perfectionism
- D) extraversion

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 9

Difficulty: 1 - Easy

Skill: Factual

Answer: C

2-1.7. According to the text, when you feel the physical symptoms of anxiety you should

- A) label them honestly as “nervousness,” “fear,” or “anxiety” and accept them.

- B) relabel them as “excitement” or “enthusiasm.”
- C) take prescription anxiety medication.
- D) ignore them until after your speech.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 9

Difficulty: 2 - Medium

Skill: Conceptual

Answer: B

2-1.8. _____ speakers have the most anxiety and highest heart rates as they begin speaking, then taper off to average levels as they continue.

- A) Confrontational
- B) Inflexible
- C) Average
- D) Insensitive

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: A

2-1.9. Which speaking apprehension style applies to most people?

- A) Insensitive
- B) Inflexible
- C) Average
- D) Confrontational

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: D

2-1.10. _____ speakers feel high levels of anxiety, and show the highest heart rates, all the way through their speeches.

- A) Insensitive
- B) Inflexible
- C) Average
- D) Confrontational

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: B

2-1.11. The most experienced speakers are usually _____ speakers.

A) Average

B) Inflexible

C) Insensitive

D) Confrontational

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: C

2-1.12. According to the text, how does learning about your audience reduce speaking anxiety?

A) It enables you to see them as real, unthreatening people.

B) It makes you feel superior to them and therefore more confident.

C) It distracts you from the physical symptoms of anxiety.

D) It allows you to anticipate their reactions to your speech.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 10

Difficulty: 2 - Medium

Skill: Conceptual

Answer: D

2-1.13. In order to reduce speaking apprehension, you should choose a topic that

A) you are unfamiliar with to distract you from your nervousness.

B) you are familiar with or have a lot of interest in.

C) is already well-known by the audience.

D) is exciting or unusual to keep the audience's interest.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 11

Difficulty: 2 - Medium

Skill: Conceptual

Answer: B

2-1.14. Grace knew her speech backwards and forwards. She rehearsed it over and over, timing it

to make sure she didn't run over the time limit. When she actually delivered the speech, she found herself much less nervous and much more confident than she expected to be. Which guideline for developing confidence provided in your text applies here?

- A) Act calm to feel calm.
- B) Be prepared.
- C) Re-create the speech environment when you rehearse.
- D) Know your audience.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 10

Difficulty: 3 - Difficult

Skill: Application

Answer: B

2-1.15. Jason has thoroughly researched his speech on the art of tattooing. He had many different types of supporting material, and the speech was well organized. He finished writing the speech the day before it was due and was certain that this was a great speech. Right before the speech, he printed out his complete outline, and used this when presenting his speech to the class, essentially reading directly from it. Which of the following statements BEST pertains to this situation?

- A) Jason forgot to visualize success, which would have helped reduce his nervousness.
- B) Jason forgot to organize his speech in a way that made sense to his audience.
- C) Jason wasn't prepared; he didn't rehearse his speech several times before he delivered it.
- D) Jason didn't have enough supporting material.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 10

Difficulty: 3 - Difficult

Skill: Application

Answer: C

2-1.16. How should nervous speakers breathe to reduce speaking anxiety?

- A) They should breathe deeply.
- B) They should take short, shallow breaths.
- C) They should breathe in through their mouth and out through their nose.
- D) They should breathe in through their nose and out through their mouth.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 11-12

Difficulty: 2 - Medium

Skill: Conceptual

Answer: A

2-1.17. Before delivering her speech, Jean closed her eyes and pictured herself walking confidently in front of the audience and delivering her well-prepared opening remarks. She imagined herself giving the entire speech as a controlled, confident speaker. In this example, Jean is

- A) knowing her audience.
- B) visualizing her success.
- C) focusing on her message, not her fear.
- D) giving herself a mental pep talk.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 12

Difficulty: 3 - Difficult

Skill: Application

Answer: B

2-1.18. Right before her speech, Tasha says in her mind, "I can do this! I am excited about sharing this material with my audience. I am a powerful, confident speaker." Is this a helpful technique to reduce nervousness and build confidence?

- A) Yes, this is a nerve-calming technique the text refers to as giving yourself a mental pep talk.
- B) Yes, but only if she says it aloud, saying it in her head will only increase anxiety about the speech.
- C) No, if she's so nervous she should be honest with herself; she's in trouble and shouldn't do the speech.
- D) No, an accomplished, confident speaker shouldn't need this kind of pep talk.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 12

Difficulty: 3 - Difficult

Skill: Application

Answer: A

2-1.19. Tara was really nervous before her final class speech, but she just kept concentrating on how important she believed her message to be. She felt convinced in her message, and that conviction finally helped her to dispel her nervousness before the presentation. Which tip about developing confidence in public speaking does this example reflect?

- A) Visualize your success.
- B) Focus on the message rather than on your fear.
- C) Seek speaking opportunities.
- D) Know your introduction and conclusion.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 13

Difficulty: 3 - Difficult

Skill: Application

Answer: B

2-1.20. Felicia always gets really nervous before speaking in public, so she decided to face her fear and join the public speaking organization Toastmasters. In this example, Felicia has chosen to reduce her speaking anxiety by

- A) knowing her audience.
- B) focusing on her message rather than on her fear.
- C) giving herself a mental pep talk.
- D) seeking speaking opportunities.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 13

Difficulty: 3 - Difficult

Skill: Application

Answer: D

2-2 True/False

2-2.1. In one classic survey, respondents said that they were more afraid of public speaking than of death.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 8

Difficulty: 1 - Easy

Skill: Factual

Answer: True

2-2.2. Speech anxiety is never beneficial to a speaker.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 9

Difficulty: 1 - Easy

Skill: Factual

Answer: False

2-2.3. Anxiety can actually improve your energy level and speech performance.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 9

Difficulty: 1 - Easy

Skill: Factual

Answer: True

2-2.4. Insensitive speakers feel high levels of anxiety, and show the highest heart rates, all the way through their speeches.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.

Topic: Understand Your Nervousness

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: False

2-2.5. Delaying speech preparation and rehearsal is usually an effective method to reduce speaker anxiety.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 10

Difficulty: 1 - Easy

Skill: Factual

Answer: False

2-2.6. You will be less nervous if you speak on a topic with which you have had experience.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 11

Difficulty: 1 - Easy

Skill: Factual

Answer: True

2-2.7. When practicing your speech, you should rehearse the speech mentally to yourself; practicing out loud will only make you more nervous.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 11

Difficulty: 1 - Easy

Skill: Factual

Answer: False

2-2.8. Actually visualizing yourself in the room in which the speech will take place and imagining audience applause will only make you more nervous.

LO 2.2: Describe effective strategies for building public-speaking confidence.

Topic: How to Build Your Confidence

Page: 11
Difficulty: 1 - Easy
Skill: Factual
Answer: False

2-2.9. If you are really anxious about speaking, replace any negative, anxious thoughts with positive messages.

LO 2.2: Describe effective strategies for building public-speaking confidence.
Topic: How to Build Your Confidence
Page: 12
Difficulty: 1 - Easy
Skill: Factual
Answer: True

2-2.10. The more nervous you get when speaking, the more you should seek opportunities to speak.

LO 2.2: Describe effective strategies for building public-speaking confidence.
Topic: How to Build Your Confidence
Page: 13
Difficulty: 1 - Easy
Skill: Factual
Answer: True

2-3 Essay

2-3.1. What are some of the primary reasons people feel anxious about public speaking? Which reason resonates most with you and why?

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.
Topic: Understand Your Nervousness
Page: 8-9
Difficulty: 2 - Medium
Skill: Conceptual

2-3.2. Your textbook suggests that anxiety can be useful. Explain this view.

LO 2.1: Explain the reasons and processes involved in nervousness about public speaking.
Topic: Understand Your Nervousness
Page: 9
Difficulty: 2 - Medium
Skill: Conceptual

2-3.3. List and describe the four apprehension styles. Which style most applies to you? Explain