

Test Bank

Chapter 2: Speaking with Confidence

Multiple Choice

2.1. One study found that men are likely to experience more anxiety than women when speaking to _____.

- a. people from a culture different from their own
- b. the opposite sex
- c. people with a higher education than their own
- d. people younger than they are

Answer: a

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.2. Which of the following is a common reason people experience public-speaking anxiety?

- a. fear of humiliation
- b. fear of success
- c. peer pressure
- d. indecision about their topic

Answer: a

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.3. Caleb has inherited a tendency to be nervous when speaking in public. What general advice does the text provide for reducing his communication apprehension?

- a. focus on reducing his biologically based apprehension

- b. work on enhancing his public speaking skills
- c. try to ignore his anxiety
- d. accept and embrace any apprehension

Answer: b

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Apply What You Know

2.4. What physiological changes are typically experienced by someone experiencing communication apprehension?

- a. decreased reaction time and slower pulse
- b. higher volume and lower vocal tone
- c. rapid heartbeat and increased perspiration
- d. slower respiration and deep breathing

Answer: c

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.5. Some researchers point out that public-speaking apprehension can involve both a _____, a characteristic or general tendency that you may have, and a _____, anxiety triggered by the specific incidence of giving a speech to an audience.

- a. state; trait
- b. tendency; behavior
- c. trait; state
- d. behavior; tendency

Answer: c

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.6. For most people, as they begin to speak their anxiety tends to ____.

- a. slightly increase
- b. remain about the same
- c. skyrocket
- d. decrease, often dramatically

Answer: d

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.7. Experiencing physical discomfort from anxiety about public speaking tends to lead many speakers to ____.

- a. speak with a lowered pitch
- b. speak more slowly and forcefully
- c. make less eye contact with the audience
- d. use fewer vocalized pauses

Answer: c

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.8. Research suggests that for most students with communication apprehension, they feel the least amount of anxiety ____.

- a. during speech preparation
- b. right before their speech begins

- c. as the instructor explains the speech assignment
- d. when delivering their speech

Answer: a

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.9. Sofia is speaking about owls to an elementary school audience. She has extensive information about their habitat, hunting habits, and prey, and shows graphic pictures of hunting owls to her audience. Many children cry and are frightened by her speech. Sofia doesn't understand why. What did she do wrong?

- a. She didn't make any mistakes.
- b. She failed to know her audience.
- c. She procrastinated in preparing her speech.
- d. She didn't channel her nervous energy.

Answer: b

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.10. Most speakers who procrastinate in preparing their speeches will ____.

- a. sound much more spontaneous and relaxed
- b. be assured that the speech content is current and fresh
- c. feel more speaker apprehension
- d. be more passionate about their topic

Answer: c

Chapter: 02

Module: 2.2

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.11. Nervous speakers tend to breathe in which of the following ways?

- a. They tend to inhale more than they exhale.
- b. They tend to take short and shallow breaths.
- c. They tend to exhale more than they inhale.
- d. They tend to breathe deeply and evenly.

Answer: b

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.12. Paulo must give a brief speech in his public speaking class. He chose to speak about basketball because he knew his classmates were interested, and he wouldn't have to do any research or practice much. During his speech, Paulo said everything he wanted to say in two minutes, and then became nervous and started rambling to fill the time. In this example, Paulo could have significantly improved his speaking experience by _____.

- a. selecting an appropriate topic
- b. properly preparing his speech
- c. knowing his audience
- d. visualizing his success

Answer: b

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.13. One strategy for building speaker confidence is to select an appropriate topic. For a speaker, this means _____.

- a. talking about something you are passionate about

- b. delivering a speech about a very simple concept
- c. delivering a speech you have given before
- d. talking about a subject completely new to the audience

Answer: a

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.14. Because you are likely to feel the most anxious during the opening moments of your speech, it's a good idea to _____.

- a. expect to be nervous
- b. have a clear and rehearsed plan for the introduction
- c. memorize the speech text
- d. visualize anxiety

Answer: b

Chapter: 02

Module: 2.2

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.15. According to communication researcher Melanie Booth-Butterfield, speakers can better manage their apprehension if they _____.

- a. rely on the rules and structures of a speaking assignment
- b. learn to memorize most of their speech
- c. practice their delivery without movement or gestures to corral nervous energy
- d. engage in negative visualization

Answer: a

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Easy

Skill: Remember the Facts

2.16. When speakers squeeze and relax their muscles while waiting for their turn to speak, without calling attention to what they are doing, it reflects a strategy of coping with nervousness referred to as _____.

- a. speech visualization
- b. adapting to the speaking environment
- c. channeling nervous energy
- d. mental pep talk

Answer: c

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.17. Kasey was giving a speech on the importance of hospice care to a group of health care workers. To prepare for her speech, Kasey visited the room where she would speak and set up her office to look like that room while she practiced her speech. What strategy was Kasey using to control her nervousness?

- a. She used communication as action.
- b. She sought speaking opportunities.
- c. She understood her nervousness.
- d. She made her rehearsal realistic.

Answer: d

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.18. Saul is very nervous before delivering his speech and notices that his hands are shaky and his knees are wobbly. How can Saul take control of these involuntary body movements before his speech?

- a. by being organized
- b. by making practice real
- c. by channeling his nervous energy
- d. by knowing his audience

Answer: c

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Module: 2.2

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.19. Jackie is excited about giving a speech on horses. She imagines how happy she will be to share this information with her audience, and how glad they will be to hear the information.

What strategy is Jackie using to manage her anxiety?

- a. She visualized her success.
- b. She used deep-breathing techniques.
- c. She knew her introduction and conclusion.
- d. She recreated her speaking environment.

Answer: a

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.20. As Sasha sat backstage waiting to be introduced for her speech, she reminded herself that she was going to do well and that she was more than prepared to give this speech. What was Sasha doing to reduce her anxiety?

- a. knowing her introduction and conclusion
- b. having a mental pep talk
- c. focusing on her fear
- d. seeking speaking opportunities

Answer: b

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Module: 2.2

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.21. Which of the following is an example of positive self-talk?

- a. I don't know if I can do this because I'm really nervous.
- b. I am going to trip and fall once I'm up there.
- c. So many people are looking at me.
- d. My listeners want me to do a good job, so I'll look for friendly faces.

Answer: d

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.22. In order to gain confidence for the future, which of the following methods is suggested for after you've delivered your speech?

- a. Think about what went wrong.
- b. Remember your fear and how you got through it.
- c. Replay a mental image of how nervous you looked.
- d. Focus on your accomplishment.

Answer: d

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.23. Kobe was quiet, but he was very passionate about his topic—ensuring quality food for pets. He wanted everyone to know how important this was, and he worked hard to focus on his speech, not on how nervous he would be to give it. What strategy was Kobe using?

- a. being prepared
- b. focusing on the message and not on the fear
- c. knowing the introduction and conclusion
- d. looking for positive listener support

Answer: b

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Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.24. As an audience member, Jada tries to make eye contact with the speakers and smile and nod with encouragement. What technique for reducing speech anxiety is Jada helping the speakers with?

- a. using deep breathing techniques
- b. channeling nervous energy
- c. looking for positive support
- d. visualizing success

Answer: c

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

2.25. Ellie was very nervous about giving her first speech in her speech class, so she began working with several clubs on campus and volunteered to do presentations before her first formal speech in class. What strategy did Ellie use to combat her nervousness?

- a. Ellie focused on her anxiety, not her speech.
- b. Ellie recreated her speaking environment.
- c. Ellie sought speaking opportunities.
- d. Ellie looked for positive support.

Answer: c

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Apply What You Know

True/False

2.26. Anxiety can be useful to a public speaker.

Answer: True

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Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.27. There is no way to manage communication apprehension if you are born with it.

Answer: False

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Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.28. As you experience nervousness, realize that your audience cannot see evidence of everything you feel.

Answer: True

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.29. Speakers with communication apprehension experience fight-or-flight syndrome because of their psychological state.

Answer: True

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.30. For most people, anxiety about a speech assignment decreases right before delivering their speech.

Answer: False

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Easy

Skill: Remember the Facts

2.31. Preparing your speech early is a great way to help reduce speaker anxiety.

Answer: True

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.32. You will feel less nervous if you talk about something you are familiar with or have some personal experience with.

Answer: True

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.33. Practicing your speech several times before you deliver it is part of being effectively prepared.

Answer: True

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.34. If you are very nervous about giving your speech, you should visualize everything that could go wrong.

Answer: False

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Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.35. In the few minutes before you address listeners, mentally reviewing your major ideas, your introduction, and your conclusion can cause more fear about the public speaking situation.

Answer: False

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Easy

Skill: Remember the Facts

Short Answer/Essay

2.36. Explain how your psychology affects your biology in relation to public speaking.

Answer: Your view of the speaking assignment, your perception of your speaking skill, and your self-esteem all interact to create anxiety. You want to do well, but you're not sure that you can or will. Presented with this conflict, your brain signals your body to switch to its default fight-or-flight mode: You can either fight to respond to the challenge or flee to avoid the cause of the anxiety. Your body responds by summoning more energy to respond to the challenge. Your breathing rate increases, you pump more adrenaline, and you rush more blood through your veins. To put it more technically, you are experiencing physiological changes because of your psychological state, which explains why you may have a more rapid heartbeat, shaking knees and hands, a quivering voice, and increased perspiration.

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.37. Describe the predictable pattern that most speakers' apprehension tends to follow before and during a speech.

Answer: Many people feel most nervous right before they give their speech. That's when the uncertainty about what will happen next is very high. If you're like most people, you'll feel the second-highest level of anxiety when your instructor explains the speech assignment. You'll probably feel the least anxiety when you're preparing your speech. As you begin to speak, anxiety begins to decrease—often dramatically.

Chapter: 02

Module: 2.1

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

Topic: Understand Your Nervousness

Difficulty: Moderate

Skill: Understand the Concepts

2.38. How does selecting an appropriate topic help build your confidence as a speaker?

Answer: You will feel less nervous if you talk about something that is familiar to you or with which you have some personal experience. Talking about something you are passionate about can boost your motivation and help you to manage your fear. Your comfort with the subject of your speech will be reflected in your delivery.

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.39. Identify methods that can be used to channel your nervous energy before delivering a speech.

Answer: Before arriving at the location, you can take a walk. As you are waiting to be introduced, focus on remaining calm. Act calm to feel calm. Give yourself a pep talk; tense and release your muscles to help you relax. You can also squeeze your chair, uncross your legs, and wiggle your toes. Then, when your name is called, walk to the front of the room in a calm and collected manner.

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts

2.40. Explain what is meant by a *mental pep talk*.

Answer: Giving yourself a positive message such as “I can do this” may be a productive way to manage your anxiety. Here’s a sample mental pep talk you could deliver to yourself right before you speak: “I know this stuff better than anyone else. I’ve practiced it. My message is well organized. I know I can do it. I’ll do a good job.” When you feel yourself getting nervous, use positive messages to replace negative thoughts that may creep into your consciousness.

Chapter: 02

Module: 2.2

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

Topic: How to Build Your Confidence

Difficulty: Moderate

Skill: Understand the Concepts