

Unit 08: Presentations to Inform

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1. Unit 08: Presentations to Inform

4. Chapter: Unit 08: Presentations to Inform

1. Unit 08: Presentations to Inform Questions

4.1.1. Bob is most comfortable using numbers and working with patterns or ...

Author: P. Wynn Norman

Bob is most comfortable using numbers and working with patterns or relationships; Jane is very good at manipulating objects and dramatizing themes; Siobhan is outstanding in crafting written and spoken words. Which of the following accurately describes Bob, Jane, and Siobhan's probable learning styles?

Please choose only one answer:

- Bob is logical, Jane is spatial, and Siobhan is kinesthetic.
- Bob is logical, Jane is kinesthetic, and Siobhan is linguistic.
- Bob and Siobhan are logical and linguistic.
- Jane and Siobhan are kinesthetic and linguistic.
- None of the above

Check the answer of this question online at QuizOver.com:

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4.1.2. Gas prices went up by 5% last week, so Jill has decided to educate ...

Author: P. Wynn Norman

Gas prices went up by 5% last week, so Jill has decided to educate her public speaking class about what causes gas prices to rise. She also plans to teach her audience how to save on gas, since she knows that everyone in her class drives. However, Jill suspects her classmates do not know about the new technologies which can reduce how much fuel cars use, so she is going to include that information in her speech too. When it comes to those qualities of an informative speech that can motivate an audience to listen, what is missing from Jill's plans?

Please choose only one answer:

- Relevance
- Novelty
- Interest
- Education
- Stimulation

Check the answer of this question online at QuizOver.com:

Question: [Gas prices went up by 5 last week so Jill P. Wynn Norman @South Corporate](#)

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4.1.3. Information which applies, relates or has significance to your audi...

Author: P. Wynn Norman

Information which applies, relates or has significance to your audience possesses what quality?

Please choose only one answer:

- Timeliness
- Importance
- Interest
- Relevance
- Clarity

Check the answer of this question online at QuizOver.com:

Question: [Information which applies relates or has P. Wynn Norman @South Corporate](#)

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4.1.4. Jonathan is a social worker who has been asked to guide a group of ...

Author: P. Wynn Norman

Jonathan is a social worker who has been asked to guide a group of unemployed women on how to apply for the government's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). However, because he is troubled by the growing numbers of single-parent households in society, Jonathan decides to add to his presentation information about the benefits of maintaining nuclear and extended families rather than relying on government programs during tough economic times. Given Jonathan's decisions, which of the following is likely to have an undue influence on the information he provides?

Please choose only one answer:

- His biases
- His point of view
- His interpretations
- His preferences
- All of the above

Check the answer of this question online at QuizOver.com:

Question: [Jonathan is a social worker who has been P. Wynn Norman @South Corporate](#)

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Interactive Question:

<http://www.quizover.com/question/jonathan-is-a-social-worker-who-has-been-p-wynn-norman-south-corporate?pdf=1509>

4.1.5. Jonathan, a social worker helping a group of unemployed women apply...

Author: P. Wynn Norman

Jonathan, a social worker helping a group of unemployed women apply for the government's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), often gets sidetracked into discussing how married women rarely apply for WIC. The women always respond favorably to Jonathan's comments and usually express regret that they themselves lack a stable partner to help them raise their children. Given this context, is Jonathan communicating through exposition or interpretation?

Please choose only one answer:

- Exposition, because the way Jonathan is communicating about the topic of WIC makes it more accessible to his audience
- Exposition, because the audience's response shows that they want to learn about the topic and already have some knowledge of it
- Interpretation, because Jonathan chose to provide information which communicates a message, perspective or agenda
- Interpretation, because Jonathan helps the women understand why women end up needing WIC
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [Jonathan a social worker helping a group P. Wynn Norman @South Corporate](#)

Flashcards:

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4.1.6. Mahati is about to move into the conclusion of her presentation, bu...

Author: P. Wynn Norman

Mahati is about to move into the conclusion of her presentation, but instead of continuing, she stops and asks her audience if anyone has any questions about what she just covered. Several people raise their hands and she calls on each of them, discovering that most of the questions concern a point she thought she had covered thoroughly. Based on the questions, Mahati goes back over that point in a different way and then stops again to ask if the audience still has questions before concluding her speech. Mahati uses which TWO of the eight ways to help listeners learn as presented in the course textbook?

Please choose only one answer:

- Focus on clear main points and speak with concern for clarity
- Look for ways to involve listeners actively and assess learning, if possible
- Speak with concern for clarity and look for ways to involve listeners actively
- Focus on clear main points and limit the number of details
- Pace yourself carefully and assess learning, if possible

Check the answer of this question online at QuizOver.com:

Question: [Mahati is about to move into the conclusion P. Wynn @South University](#)

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Interactive Question:

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4.1.7. Many carpenters, stair builders, roofers, drywall installers, and o...

Author: P. Wynn Norman

Many carpenters, stair builders, roofers, drywall installers, and other craftsmen and women skilled in aspects of home construction have been laid off due to the recession. Hyacinth, a job skills coach, has been asked to show a group of these craftsmen and women how their skills can be adjusted to suit other careers. Based on her audience's traits, what kind of visual aids will help Hyacinth engage her listeners?

Please choose only one answer:

- Maps
- Charts
- Drawings
- Pictures
- All of the above

Check the answer of this question online at QuizOver.com:

Question: [Many carpenters stair builders roofers P. Wynn Norman @South Corporate](#)

Flashcards:

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Interactive Question:

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4.1.8. On February 15, 2012, President Barack Obama spoke to manufacturing...

Author: P. Wynn Norman

On February 15, 2012, President Barack Obama spoke to manufacturing workers and executives at a plant in Wisconsin. Given that 2012 is an election year, that the president needs votes from middle class workers like those in his audience that day, and that Wisconsin is a critical state that the President needs to win to beat his Republican rival, which type of ethical lapse could it be argued the president exhibited that day, based on the passage below?

[I]f you're an American manufacturer, you should get a bigger tax cut. If you're a high-tech manufacturer, creating new products, new services, we should double the tax deduction you get for making products here in America. If you want to relocate in a community like this one that's been hard hit when factories left town, you should get help financing a new plant, financing new equipment, [and] training new workers.

Please choose only one answer:

- Dishonesty
- Lack of reciprocity
- Lack of mutuality
- Exploitation
- Distrust

Check the answer of this question online at QuizOver.com:

Question: [On February 15 2012 President Barack Obama P. Wynn Norman @South](#)

Flashcards:

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Interactive Question:

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4.1.9. Sales data, store traffic, inventory re-stocking rates, and market ...

Author: P. Wynn Norman

Sales data, store traffic, inventory re-stocking rates, and market forecasts are just a few of the topics Luis covers in his monthly presentation to the owners of the hardware store he manages. What type of informative speech is Luis presenting?

Please choose only one answer:

- An explanation
- A report
- A demonstration
- A description
- An exposition

Check the answer of this question online at QuizOver.com:

Question: [Sales data store traffic inventory re P. Wynn Norman @South Corporate](#)

Flashcards:

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4.1.10. The passage below presents the concluding statements from the comme...

Author: P. Wynn Norman

The passage below presents the concluding statements from the commencement speech given by Apple Inc. CEO Steve Jobs on June 12, 2005, at Stanford University. This speech is not titled, but it is sometimes referred to as the "Find What You Love" speech. In it, Jobs described three stories from his life. With respect to the concluding components of an effective informative speech, which of the following is the function Jobs' closing statements fulfilled.

When I was young, there was an amazing publication called The Whole Earth Catalog, which was one of the bibles of my generation. It was created by a fellow named Stewart Brand not far from here in Menlo Park, and he brought it to life with his poetic touch. This was in the late 1960's, before personal computers and desktop publishing, so it was all made with typewriters, scissors, and polaroid cameras. It was sort of like Google in paperback form, 35 years before Google came along: it was idealistic, and overflowing with neat tools and great notions.

Stewart and his team put out several issues of The Whole Earth Catalog, and then when it had run its course, they put out a final issue. It was the mid-1970s, and I was your age. On the back cover of their final issue was a photograph of an early morning country road, the kind you might find yourself hitchhiking on if you were so adventurous. Beneath it were the words: "Stay Hungry. Stay Foolish." It was their farewell message as they signed off. Stay Hungry. Stay Foolish. And I have always wished that for myself. And now, as you graduate to begin anew, I wish that for you.

Stay Hungry. Stay Foolish.

Thank you all very much.

Please choose only one answer:

- Summarized key points
- Communicated the central theme
- Presented the moral of the story
- Presented the main point
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [The passage below presents the concluding P. Wynn Norman @South Corporate](#)

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Interactive Question:

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4.1.11. The table below lists informative speech components (A, B, C, D, E)...

Author: P. Wynn Norman

The table below lists informative speech components (A, B, C, D, E), functions (1, 2, 3, 4, 5) and speech contents (V, W, X, Y, Z). Which of the following accurately matches up the components with their functions and suitable content?

| <p>Guideline: A-2-Z means that the <i>component</i> attention-getter (A) <i>functions</i> to summarize key points (2), such as in the <i>content</i> of this statement: “So, it’s not hard to buy American—and it’s not wrong to insist that the businesses you support do so too” (Z). Note that this example is NOT a correct answer.</p> | | |
|--|--|---|
| COMPONENT | FUNCTION | CONTENTS |
| A. Attention-getter | 1. Communicate points and common ground. | V. Baseball, hot dogs, apple pie, and . . . Isuzu? Of course not! |
| B. Introduction | 2. Summarize key points. | W. Americans love American-made cars the same way we love our favorite foods and pastimes. But there are more reasons than patriotism to buy American today. |
| C. Body | 3. Reinforce the theme, main point, or moral of the story. | X. One of the most important reasons to buy American is because our products are backed with the safety and quality standards of the federal government. |
| D. Conclusion | 4. Address and support points. | Y. Safety and quality standards, designs, and benefits tailored to American tastes and habits and the support of reliable warranties and return policies are just three of the many “buy American” reasons I could have talked about today. |
| E. Residual Message | 5. Raise interest and motivate the audience. | Z. So, it’s not hard to buy American—and it’s not wrong to insist that the businesses you support do so too. |

Please choose only one answer:

- A-5-W, B-1-X, C-2-Y, D-4-V, E-3-Z
- A-5-V, B-1-W, C-4-X, D-2-Y, E-3-Z
- A-3-V, B-2-X, C-1-Y, D-5-V, E-4-Z
- A-2-Y, B-4-Z, C-3-W, D-1-X, E-5-X

- none of the above

Check the answer of this question online at QuizOver.com:

Question: [The table below lists informative speech P. Wynn Norman @South Corporate](#)

Flashcards:

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Interactive Question:

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4.1.12. What do all informative speeches have in common?

Author: P. Wynn Norman

What do all informative speeches have in common?

Please choose only one answer:

- The objective of enhancing comprehension
- A five-part organizational structure
- A need to share knowledge across cultures
- A goal involving changing, reinforcing, or creating attitudes or behavior
- The ability to improve audience skills

Check the answer of this question online at QuizOver.com:

Question: [What do all informative speeches have in P. Wynn Norman @South Corporate](#)

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4.1.13. What ethical characteristic of public speaking did President Barack...

Author: P. Wynn Norman

What ethical characteristic of public speaking did President Barack Obama develop in the passage below, which is from a speech he gave on April 6, 2012, as part of the White House Forum on Women and the Economy?

There's been a lot of talk about women and women's issues lately, as there should be. But I do think that the conversation has been oversimplified. Women are not some monolithic bloc. Women are not an interest group. You shouldn't be treated that way. Women are over half this country and its workforce — not to mention 80 percent of my household, if you count my mother-in-law. And I always count my mother-in-law.

Please choose only one answer:

- Reciprocity
- Mutuality
- Nonjudgmentalism
- All of the above
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [What ethical characteristic of public P. Wynn Norman @South Corporate](#)

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4.1.14. What is the difference between having your point of view influence ...

Author: P. Wynn Norman

What is the difference between having your point of view influence your informative speech and being biased?

Please choose only one answer:

- Everyone has a point of view, but your biases are unique.
- It is easier for audiences to recognize your point of view but harder for them to notice biases.
- Your point of view does not have to have an impact on the information you provide, while biases always have an impact.
- A point of view is passively developed through your experiences and understanding, while bias involves actively seeking information that favors your perspective over others.
- Having a point of view enables you to describe topics broadly or in greater depth, while your biases tend to narrow or restrict the way you discuss a topic.

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Question: [What is the difference between having your P. Wynn Norman @South](#)

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Interactive Question:

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4.1.15. What term refers to that component in a speech which raises interes...

Author: P. Wynn Norman

What term refers to that component in a speech which raises interest and motivates the listener?

Please choose only one answer:

- The introduction
- The residual message
- The initial message
- The attention statement
- The opening statement

Check the answer of this question online at [QuizOver.com](http://www.quizover.com):

Question: [What term refers to that component in a P. Wynn Norman @South Corporate](#)

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4.1.16. When a speaker uses photographs, charts or diagrams to illustrate v...

Author: P. Wynn Norman

When a speaker uses photographs, charts or diagrams to illustrate various points in a speech, what role do those visual aids play in listening?

Please choose only one answer:

- They focus attention on main points.
- They provide visual reinforcement.
- They enable the speaker to slow the pace down.
- They involve listeners more actively.
- All of the above

Check the answer of this question online at QuizOver.com:

Question: [When a speaker uses photographs charts or P. Wynn Norman @South Corporate](#)

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Interactive Question:

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4.1.17. When Luis analyzes marketing data, he has to draw conclusions based...

Author: P. Wynn Norman

When Luis analyzes marketing data, he has to draw conclusions based on what he finds. In his monthly presentation to the owners of the hardware store he manages, Luis includes these conclusions, as well as a description of the data they are based on. Then, Luis shows how, if his conclusions are correct, the business will lose market share, if it does not make adjustments soon. What type of informative speech has Luis presented?

Please choose only one answer:

- An explanation
- A report
- A demonstration
- A description
- All of the above

Check the answer of this question online at QuizOver.com:

Question: [When Luis analyzes marketing data he has P. Wynn Norman @South Corporate](#)

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4.1.18. When you are speaking to inform, regardless of your purpose, you mu...

Author: P. Wynn Norman

When you are speaking to inform, regardless of your purpose, you must craft your speech to meet whose needs first?

Please choose only one answer:

- Yours
- Your boss's
- The audience's
- Yours and the audience's
- Your bosses and the audience's

Check the answer of this question online at QuizOver.com:

Question: [When you are speaking to inform regardless P. Wynn Norman @South](#)

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4.1.19. When you use an internal summary, such as "Now that I've reviewed t...

Author: P. Wynn Norman

When you use an internal summary, such as "Now that I've reviewed the past strategies we've tried, let me move on to some new ones," how are you encouraging listening?

Please choose only one answer:

- By focusing on main points
- By using restatement and repetition
- By striving for clarity
- All of the above
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [When you use an internal summary such as P. Wynn Norman @South Corporate](#)

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4.1.20. Which information strategy suits an interpersonal learning style?

Author: P. Wynn Norman

Which information strategy suits an interpersonal learning style?

Please choose only one answer:

- Reading
- Problem solving
- Visual aids
- Group projects
- Demonstration

Check the answer of this question online at [QuizOver.com](http://www.quizover.com):

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4.1.21. Which of the following is the reason why the excerpt below, which i...

Author: P. Wynn Norman

Which of the following is the reason why the excerpt below, which is from Republican presidential nominee Mitt Romney's 2012 Wisconsin primary win acceptance speech, fails to exhibit nonjudgmentalism?

[I]t's important to understand one extraordinary fact about this election: President Obama thinks he is doing a good job. I'm not kidding. He actually thinks he is doing a great job. He thinks he's doing an historically great job, like Abraham Lincoln and LBJ and FDR, and no, he did not say this on "Saturday Night Live," all right? It's enough -- it's enough to make you think that years of flying around on Air Force One, surrounded by an adoring staff of true believers, telling you that you're great and you are doing a great job -- It's enough to make you think that you might become a little out of touch with that, and that's what's happened.

SOURCE: Mitt Romney - Wisconsin Primary Speech Transcript, April 3, 2012.

Please choose only one answer:

- Audiences expect speakers to state the truth as they see it.
- Audiences expect speakers to use supporting and clarifying information to support their positions.
- Audiences expect speakers to be open about their point of view.
- Both A and B
- Both B and C

Check the answer of this question online at QuizOver.com:

Question: [Which of the following is the reason why P. Wynn Norman @South Corporate](#)

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4.1.22. Which of the following sample speech introductions reflects an audi...

Author: P. Wynn Norman

Which of the following sample speech introductions reflects an audience-centered approach?

A. You just got your car washed, and what happens? It rains! The next day, you've got rain spots and mud and streaky windows—and you'd never know by looking that only two days ago, you spent \$10 getting it all clean and shiny. But did you know there's a way to preserve that just-cleaned look on the body, windows, and wheels of your car for up to two weeks after you drive it through the car wash?

B. As you all know, the process of recruiting, screening, and hiring new employees can be a legal minefield. Because we don't have an in-house lawyer to help us make every decision, it's important for all of us to be aware of what is legally acceptable and what isn't.

C. At Meal-A-Week, we've solved the problem of "What's for dinner?" We were once starving college students ourselves, which is why we know how hard it is to prepare meals and study at the same time. In fact, we started developing Meal-A-Week plans before we graduated. Our goal was to enable college students and other busy people to enjoy great, healthy meals quickly and inexpensively, and we think we succeeded. So, sit back and watch as we show you why you'll want to sign up for our surprisingly affordable meal plans.

D. How would you like to reduce your hiring costs per candidate from about a couple thousand dollars to only a couple hundred? Today, I'm going to show you how to use e-recruiting techniques to cut costs by up to 90%. This system is self-administered, and once it's set up, it can take less than an hour a day to maintain. There are three easy steps to e-recruiting, so let's get started.

Please choose only one answer:

- A
- B
- C
- D
- none of the above

Check the answer of this question online at QuizOver.com:

Question: [Which of the following sample speech P. Wynn Norman @South University](#)

Flashcards:

<http://www.quizover.com/flashcards/which-of-the-following-sample-speech-p-wynn-norman-south-university?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/which-of-the-following-sample-speech-p-wynn-norman-south-university?pdf=1509>

4.1.23. Which of the following statements draws the audience into the follo...

Author: P. Wynn Norman

Which of the following statements draws the audience into the following short speech? 1. We really need to change the economic direction of our country; 2. I imagine that each and every one of you has, or knows someone who has lost a job and is struggling right now; 3. In the past two years, I lost my job, my car, and my house; 4. According to the U.S. Bureau of Labor, nine percent of working age adults in this country are just like me: unemployed; 5. This crisis has touched everyone, from the poor to the businesses that have had to close their doors. 6. We need a strong leadership to help us fix this dilemma or the crisis is only going to get worse.

Please choose only one answer:

- 1
- 2
- 3
- 4
- 5

Check the answer of this question online at QuizOver.com:

Question: [Which of the following statements draws P. Wynn Norman @South Corporate](#)

Flashcards:

<http://www.quizover.com/flashcards/which-of-the-following-statements-draws-p-wynn-norman-south-corporate?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/which-of-the-following-statements-draws-p-wynn-norman-south-corporate?pdf=1509>

4.1.24. Which statement in the partial transcript found below from Speaker ...

Author: P. Wynn Norman

Which statement in the partial transcript found below from Speaker of the House John Boehner's July 11, 2011, press conference on raising the debt ceiling is an example of an ethical lapse involving the presentation of information?

Our disagreement is over the idea of raising taxes on the very people that we're asking to create jobs in our country. I agree with the president that the national debt limit must be raised, and I'm glad that he made the case for it today. But the American people will not accept—and the House cannot pass—a bill that raises taxes on job creators. The House can only pass a debt limit bill that includes spending cuts larger than the hike in the debt limit, as well as real restraints on future spending.

Please choose only one answer:

- The first sentence
- The second sentence
- The third sentence
- The fourth sentence
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [Which statement in the partial transcript P. Wynn Norman @South Corporate](#)

Flashcards:

<http://www.quizover.com/flashcards/which-statement-in-the-partial-transcript-p-wynn-norman-south-corporat?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/which-statement-in-the-partial-transcript-p-wynn-norman-south-corporat?pdf=1509>

4.1.25. You research your speech topic by selecting information about an up...

Author: P. Wynn Norman

You research your speech topic by selecting information about an upcoming election's candidates from the newspapers and magazines you like to read. Once you have gathered facts and chosen opinions from both sides of the issues, you consider your audience's needs and adjust your plans to include information from sources you yourself would not ordinarily seek out but which you think your audience might respect more. Given the way in which you have carried out your research, which of the following influences on informative speaking have you minimized?

Please choose only one answer:

- Your biases
- Your point of view
- Your interpretations
- Your preferences
- All of the above

Check the answer of this question online at QuizOver.com:

Question: [You research your speech topic by selecting P. Wynn @South University](#)

Flashcards:

<http://www.quizover.com/flashcards/you-research-your-speech-topic-by-selecting-p-wynn-south-university?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/you-research-your-speech-topic-by-selecting-p-wynn-south-university?pdf=1509>

4.1.26. Your child has asked you to come to her elementary school and give ...

Author: P. Wynn Norman

Your child has asked you to come to her elementary school and give a talk. You decide to talk about how important saving is. Given the youthfulness of your audience, which of the following learning styles should you avoid?

Please choose only one answer:

- Spatial
- Musical
- Kinesthetic
- Logical
- Interpersonal

Check the answer of this question online at QuizOver.com:

Question: [Your child has asked you to come to her P. Wynn Norman @South Corporate](#)

Flashcards:

<http://www.quizover.com/flashcards/your-child-has-asked-you-to-come-to-her-p-wynn-norman-south-corporate?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/your-child-has-asked-you-to-come-to-her-p-wynn-norman-south-corporate?pdf=1509>

4.1.27. Your supervisor is instructing your team on how to introduce client...

Author: P. Wynn Norman

Your supervisor is instructing your team on how to introduce clients to the new antiwidget. She presents each of you with a fact sheet on the widget and writes on a whiteboard the steps you should follow to emphasize the benefit of each widget feature on the fact sheet. To encourage active listening, which technique should he also apply?

Please choose only one answer:

- Announce at the beginning of his presentation that your group will be quizzed on the fact sheet afterward.
- Set up an agent-client, role-playing exercise between teammates after the presentation.
- Ask your team questions during the presentation about aspects of using the fact sheet that may present special challenges.
- All of the above
- None of the above

Check the answer of this question online at QuizOver.com:

Question: [Your supervisor is instructing your team P. Wynn Norman @South Corporate](#)

Flashcards:

<http://www.quizover.com/flashcards/your-supervisor-is-instructing-your-team-p-wynn-norman-south-corporate?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/your-supervisor-is-instructing-your-team-p-wynn-norman-south-corporate?pdf=1509>

4.1.28. "I am honored to be with you today at your commencement from one of...

Author: P. Wynn Norman

"I am honored to be with you today at your commencement from one of the finest universities in the world. I never graduated from college. Truth be told, this is the closest I've ever gotten to a college graduation. Today I want to tell you three stories from my life. That's it. No big deal—just three stories. The first story is about connecting the dots." The preceding passage is from the introduction of the commencement speech given by Apple, Inc. CEO Steve Jobs on June 12, 2005, at Stanford University. Which sentence(s) does Jobs use to lead into the body of his speech?

Please choose only one answer:

- The second sentence
- The second and third sentences
- The fourth sentence
- The fourth, fifth, and sixth sentences
- The seventh sentence

Check the answer of this question online at QuizOver.com:

Question: [I am honored to be with you today at your P. Wynn Norman @South Corporate](#)

Flashcards:

<http://www.quizover.com/flashcards/i-am-honored-to-be-with-you-today-at-your-p-wynn-norman-south-corporat?pdf=1509>

Interactive Question:

<http://www.quizover.com/question/i-am-honored-to-be-with-you-today-at-your-p-wynn-norman-south-corporat?pdf=1509>