

Public Speaking Study Guide

Chapter 8

Five of these questions will be on the chapter quiz and the other five will be on the exam. While these questions are specifically from the 10th edition, you should be able to get the answers from previous editions as well.

1. According to your textbook, how well a speech is organized likely will influence:

2. The _____ is the longest and most important part of the speech.

3. According to your textbook, what is the *most* important reason for limiting the number of main points in a speech? _____

4. When the main points of a speech follow a time pattern, they are organized in:

5. When main ideas follow a directional pattern, they are organized in: _____

6. Which of the following organizational patterns is used more than any other method of speech organization because of its applicability to almost any subject? _____

7. Problem-solution order is most appropriate for organizing _____ speeches.

8. Words or phrases that indicate when a speaker has completed one thought and is moving on to another are called: _____

9. While working on the body of your speech, you realize that the steps of the process you just explained are fairly complex. You decide that you need to review those steps before moving on to the next main point. To accomplish this task, you would probably add a(n) : _____

10. According to your textbook, brief statements that help listeners follow your ideas by indicating exactly where you are in the speech are called: _____