

**BOWEN UNIVERSITY, IWO**  
**GEL 102: PUBLIC SPEAKING ESSENTIALS**  
**SECOND SEMESTER EXAMINATION QUESTIONS**  
**2022/2023 SESSION**

Public speaking is an efficient approach for \_\_\_\_\_ people to do things they normally would not do.

- A. Persuading
- B. Captivating
- C. Convincing
- D. Influencing

ANSWER: D

Public Speaking is an evolving art

- A. True
- B. False
- C. I don't know

ANSWER: A

The following similarities between public speaking and conversation are wrong, except:

- A. Adapting messages to the group
- B. Require formal language
- C. Require similar delivery method
- D. Require great moments of fear

ANSWER: A

Which of the following distinguishes a conversation from public speaking?

- A. They both have fewer audiences
- B. They both require informal languages
- C. They both require the same language
- D. None of the above

ANSWER: D

Public speaking is different from a conversation because:

- A. Public speaking has an impact
- B. Public speaking calls for more formal language
- C. Public speaking may call for the usage of slangs
- D. Public speaking can be frightening

ANSWER: B

The following are ways can reduce glassophobia, except

- A. Gaining public speaking experience
- B. Thinking positively
- C. Understanding of immaculate speech
- D. All of the above

ANSWER: C

One way to overcome, very quickly, the fear of public speaking is to:

- A. Develop interaction skills
- B. Develop talking skills
- C. Attain relevant experience in public speaking
- D. Acquire dramatic skills

ANSWER: C

What is the meaning of the Greek word 'Ethos'?

- A. Love
- B. Writing
- C. Diligence
- D. Character

ANSWER: D

The effectiveness of a speech cannot be assessed by the audience.

- A. False
- B. True
- C. A and B
- D. I don't know

ANSWER: A

One should be aware that not all ethical principles have been \_\_\_\_\_

- A. Known
- B. Screened
- C. Incorporated as policies
- D. Accepted

ANSWER: C

Speaking correctly could mean \_\_\_\_\_

- A. Speaking without looking into one's note
- B. Speaking flawless or impeccable English
- C. Choosing illustrations carefully to fit the audience addressed
- D. Using elevated languages to deliver the speech

ANSWER: C

Attempts to make exaggerated claims are regarded as ethical in public speaking

- A. True
- B. False
- C. Not sure

ANSWER: B

The process of ethical public speaking is thought to commence with \_\_\_\_\_

- A. Speech ethics
- B. Topic generation for the speech
- C. Speech delivery
- D. Audience

ANSWER: B

One of the followings can be regarded as a rule of thumb for ethical speaking \_\_\_\_\_

- A. Respect your status
- B. Respect your speech
- C. Respect your interest
- D. None of the Above

ANSWER: D

Honesty in public speaking implies \_\_\_\_\_

- A. Toothless
- B. Openness
- C. Diplomatic
- D. Distort information or fact

ANSWER: B

Plagiarism means \_\_\_\_\_

- A. Arranging ideas in a more organized manner
- B. Copying notes because I missed a class
- C. Asking my friend to help me write my note because I was indisposed
- D. Presenting another person's work/idea as your own without giving credit to the original source

ANSWER: D

You are not required to be truthful to your audience as a public speaker.

- A. False
- B. True
- C. Not sure

ANSWER: A

\_\_\_\_\_ plagiarism occurs when the speaker fails to acknowledge a portion of the concept acquired from the source despite the speech being the speaker's original work

- A. Extemporaneous plagiarism
- B. Impromptu plagiarism
- C. Incremental plagiarism
- D. Patchwork plagiarism

ANSWER: C

Coopman and Lull (2011) describe \_\_\_\_\_ as the feeling of uneasiness, panic and even dread associated with \_\_\_\_\_

- A. Spech Aprehension, pulbic speaking
- B. Speech Apprehension, public speaking
- C. Speech Aprehension, public spaeking
- D. Speech Apprehension, public speaking

ANSWER: B

\_\_\_\_\_ occurs when a student does not copy the entire work or speech from another source presenting it to be his own

- A. Global plagiarism
- B. Patchwork plagiarism
- C. Manuscript plagiarism
- D. None of the Above

ANSWER: D

One of the penalties for plagiarism in the classroom include \_\_\_\_\_

- A. Flogging
- B. Jumping
- C. Sit up
- D. Suspension

ANSWER: A

A public speaker is a \_\_\_\_\_ in a speech presentation situation.

- A. Speaker only
- B. Listener only
- C. All of the above
- D. None of the above

ANSWER: D

Delivering a speech should be the speaker's top priority when giving a speech in front of an audience.

- A. True
- B. False
- C. I don't know

ANSWER: B

Listening is persuasive because \_\_\_\_\_

- A. It makes the speaker display his wealth of knowledge.
- B. It encourages reciprocity.
- C. It exposes the speech deficiencies of the speaker to the listener.
- D. It makes the person being listened to not want to reciprocate by listening back.

ANSWER: B

Selective listening makes it easier for the audience to be open to what is being spoken.

- A. Sometimes
- B. Always
- C. Most times
- D. Never

ANSWER: D

Which of the following is not a verbal strategy for listening?

- A. Establishing indirect eye contact
- B. Use of word vocalizations
- C. Asking questions
- D. Invite additional comments

ANSWER: A

Which of these presentation styles aids listening?

- A. The Extemporaneous style
- B. The Extemporeneous style
- C. The Extemporaneous style
- D. All of the above

ANSWER: C

Which of the following is a listening strategy for public speakers?

- A. Demonstrate bodily responsiveness
- B. Periodically, pause, gaze and observe
- C. Identify areas of agreement or common experience
- D. Mingle with the audience as they arrive

ANSWER: D

Obtaining details regarding the audience's educational background is \_\_\_\_\_

- A. Educational analysis
- B. Demographic analysis
- C. Psychographic analysis
- D. Environmental analysis

ANSWER: B

Investigating the needs, desires and interests of the audience is \_\_\_\_\_ analysis

- A. Psychographic
- B. Situational
- C. Needs
- D. None of the Above

ANSWER: D

The \_\_\_\_\_ audience comprise people who possess no special knowledge about a topic?

- A. Lay
- B. Expert
- C. Managerial
- D. Hostile

ANSWER: A

A speaker's tentative logical assessment of the audience based on the available data is

- A. Logical analysis
- B. Data collection
- C. Inference
- D. Interference

ANSWER: C

The audience segment that holds off on expressing their support until the speaker has persuaded them with evidence and facts is known as \_\_\_\_\_

- A. Hostile
- B. Neutral
- C. Supportive
- D. Expert

ANSWER: B

What results from situational analysis for a public speaker?

- A. Faith
- B. Mutual understanding
- C. Trust
- D. Shame

ANSWER: C

Should a situational audience analysis be generalised for other speech situations?

- A. Yes
- B. No
- C. I don't know

ANSWER: B

Under which of these factors do you analyse your audience's purpose of attending the speech?

- A. Disposition to occasion
- B. Disposition to topic
- C. Disposition to speaker
- D. Physical setting

ANSWER: A

Is it ethical to compromise the speech's original purpose to appease your audience?

- A. Yes
- B. No
- C. I don't know

ANSWER: B

Strategies for building confidence include the following, except \_\_\_\_\_

- A. Prepare and practice your speech
- B. Lack of preparation
- C. Visualisation
- D. Don't expect perfection

ANSWER: B

Lack of preparation will \_\_\_\_\_

- A. Improve your level of performance
- B. Increase your anxiety
- C. Make you more confident
- D. I don't know

ANSWER: B

Maintaining a positive outlook is one of the main strategies of \_\_\_\_\_

- A. Handling speech anxiety
- B. Performing below expectations
- C. Reducing your level of confidence
- D. I don't know

ANSWER: A

As much as speech nervousness can be negative, it can also be transformed into \_\_\_\_\_

- A. Positive nervousness
- B. Uncertainty nervousness
- C. A and B
- D. I don't know

ANSWER: A

Visualisation means \_\_\_\_\_

- A. Imagining a successful presentation
- B. Reducing stress
- C. Being uncertain about the outcome of the speech
- D. I don't know

ANSWER: A

Acquiring speaking experience entails \_\_\_\_\_

- A. Getting involved in public speaking activities
- B. Shying away from presentations
- C. Reading books on public speaking
- D. I don't know

ANSWER: A

The Communication process begins from

- A. The receiver
- B. The message
- C. The sender
- D. The channel

ANSWER: C

In communication, you do not just send a verbal message, you also send non-verbal messages

- A. True
- B. False
- C. I don't know

ANSWER: A

\_\_\_\_\_ refers to disturbances during when messages are communicated

- A. Feedback
- B. Channel
- C. Noise
- D. Receiver

ANSWER: C

The target of the message in communication is \_\_\_\_\_

- A. The source
- B. The reciever
- C. The channel
- D. The receiver

ANSWER: D

\_\_\_\_\_ determines whether or not a message was delivered to the intended receivers

- A. The channel
- B. The receiver
- C. The feedback
- D. Noise

ANSWER: C

All elements in the communication process interact to ensure effective communication

- A. True
- B. False
- C. I don't know

ANSWER: A

The interaction of all components in the communication process results in ineffective communication.

- A. True
- B. False
- C. I don't know

ANSWER: B

Which of the following statements about a public speaker is true?

- A. A public speaker is a speaker only
- B. A public speaker is a writer only
- C. A public speaker is a listener only
- D. None of the above

ANSWER: D

The goal of a speech's conclusion is to:

- A. Pique interest and interest in the audience
- B. Reinforce the main theme
- C. Build credibility and goodwill
- D. Provide a sneak peek into the body of the speech

ANSWER: B

Is a situational analysis alone sufficient to be done before giving a speech in public?

- A. Yes
- B. Once in a while
- C. No
- D. Somehow

ANSWER: C

Situational audience analysis is important for the following reasons except?

- A. It helps in projecting likely challenges to be faced while delivering speech
- B. It manages stage fright and anxiety
- C. It increases the number of your audience members
- D. It reveals the best approach to delivering the speech

ANSWER: C

Glossophobia implies:



- A. The fear of speaking
- B. The fear of singing
- C. The fear of public speaking
- D. The fear of talking

ANSWER: C

Avoiding eye contacts with your audience in public speaking demonstrates \_\_\_\_\_

- A. Confidence
- B. Nervousness
- C. Pride
- D. Humility

ANSWER: B

The sensations of unease, terror, and dread are connected with \_\_\_\_\_

- A. Speaking among your friends
- B. Speaking on the phone
- C. The fear of speaking in public
- D. None of the above

ANSWER: C

Why is it crucial to get over speech apprehension?

- A. In order to learn how to speak confidently wherever you find yourself
- B. So you can communicate effectively with your friends
- C. In order to improve your public speaking skills
- D. A and C

ANSWER: D

Public speaking is a \_\_\_\_\_ transaction

- A. One-way
- B. Two-way
- C. Mass
- D. Personal

ANSWER: B

Getting to know about the ethnic nationalities of the audience is \_\_\_\_\_

- A. Situational analysis
- B. Demographic analysis
- C. Sociological analysis
- D. Ethnical analysis

ANSWER: D

Knowing the seating arrangement and temperature of the environment where the speech will be delivered is \_\_\_\_\_

- A. Situational analysis
- B. Psychographic analysis
- C. Sociological analysis
- D. Demographic analysis

ANSWER: A

A \_\_\_\_\_ occurs when a speaker seeks to understand the opinions, lifestyles and beliefs of the audience.

- A. Psychographic analysis
- B. Sociological analysis
- C. Demographic analysis
- D. Psychological analysis

ANSWER: A

The audience that is knowledgeable about the subject but interested in learning more is

- \_\_\_\_\_
- A. Lay audience
  - B. Managerial audience
  - C. Hostile audience
  - D. Expert audience

ANSWER: B

In ethical speech presentation, the public speaker must \_\_\_\_\_

- A. Take notes as a he researches on the speech topic
- B. Tell the audience what he experienced during the preparation of the speech
- C. Display different mannerism at his disposal
- D. Make his audience know that he is charge

ANSWER: A

Which of the following can be cited?

- A. When you write your own life experience, observation, insight, etc.
- B. When you reprint any diagram, illustrations, charts, etc
- C. When you are writing up your results obtained through laboratory or field experiments
- D. When you use your own art work, pictures or other visual materials

ANSWER: B

Which of this is ethically incorrect?

- A. Spend a little more than the time allotted to speak
- B. Not having any regard for time at all when speaking
- C. Ending one's speech before or at the exact time allotted to the speaker
- D. Rushing one's points in order to beat time

ANSWER: C

Pick the odd one out of the following:

- A. Sender
- B. Channel
- C. Message
- D. None of the above

ANSWER: D

What distorts the flow of communication?

- A. Sounds
- B. Noise
- C. Feedback

D. Microphone

ANSWER: B

In the communication process, the sender is more important than the channel

A. False

B. True

C. I don't know

ANSWER: A

Communication is very important for the survival of human beings

A. True

B. False

C. I don't know

ANSWER: A

Public speaking, according to Jaffe (2007) occurs when a speaker \_\_\_\_\_ and \_\_\_\_\_ a speech for a group that listens, generally without interrupting the speaker's flow of ideas.

A. Writes and presents

B. Prepares and performs

C. Plans and produces

D. Prepares and presents

ANSWER: B

Which of the variables to take into account while conducting a situational audience analysis will show how relaxed your audience will be throughout the speech?

A. Disposition to topic

B. Disposition to speaker

C. Size of audience

D. Physical setting

ANSWER: A

Who are "speech captives"?

A. Audience members who paid huge amount of money to participate and were disappointed

B. Audience members who strolled in to listen without prior invitation

C. Audience members who were coerced to attend the speech

D. Mentally challenged audience members

ANSWER: C

If the situational analysis reveals that you will have an estimate of 10 audience members, which approach will be most appropriate?

A. Conversational approach

B. Extremely formal approach

C. Classroom approach

D. None of the above

ANSWER: A

How does situational audience analysis improve speaker's confidence?

A. Through understanding of audience

B. Plans to manipulate audience with the acquired information

- C. Intentions to ignore their problems and needs
  - D. All of the above
- ANSWER: A

What is the best method(s) in analysing a physical setting that is really far from where you are located?

- A. Have a trusted person check it on your behalf
  - B. Check the internet for the location
  - C. All of the above
  - D. None of the above
- ANSWER: B

Which of following analysis should not be addressed as situational analysis?

- A. Number of people attending the speech
  - B. House address of audience members
  - C. Ventilation of venue
  - D. Environment of the speech venue
- ANSWER: B

Does rumours about the speaker matter during situation analysis?

- A. Yes
  - B. Sometimes
  - C. Never
  - D. Only when they are serious
- ANSWER: A

Public speakers should prioritize their spoken words over gestures, eye contact, tone, loudness, and speed.

- A. Never
  - B. Most times
  - C. Sometimes
  - D. Always
- ANSWER: A

Public speaking only involves writing and performance

- A. Always
  - B. To a great extent
  - C. To some extent
  - D. Never
- ANSWER: D

Speech presentations are important in public speaking classes because they:

- A. Help students to learn new words
  - B. Improve students' language power
  - C. Provide a platform for students to practice some of the things they have been taught in  
GEL 102
  - D. Help instructors to identify unserious students in the class
- ANSWER: C

Which of the following justifications most effectively conveys the significance of research in public speaking?

- A. Research helps you in meeting new friends on campus
- B. There is a guarantee that when you do your research well your speech delivery will be perfect.
- C. Research provides facts, examples, definitions, and other forms of support to your points
- D. Options B and C

ANSWER: C

Which of the following should be discouraged, when sharing personal experiences during a speech presentation?

- A. Experiences that are too revealing and make the audience uncomfortable
- B. Experiences that constitute proof or evidence of something related to your presentation
- C. Experiences that are typical
- D. Options A and B

ANSWER: A

Which of the following is **not** the function of an introductory part of a speech?

- A. To gain and maintaining audience attention
- B. To arouse audience interest
- C. To describe any special qualification you have to enhance your credibility as a speaker
- D. None of the above

ANSWER: C

Which of the following statements is true about a public speaker?

- A. A public speaker is a speaker only
- B. A public speaker is both a speaker and a listener
- C. A public speaker is a listener only
- D. Options C and A

ANSWER: B

Which of the following behaviours violates one of the principles of listening in a public speaking encounter?

- A. Being courteous and inattentive
- B. Being attentive and discourteous
- C. Prejudging the speaker
- D. All of the above

ANSWER: D

Adapting your speech to the audience means all of the following except:

- A. Assessing how your audience is likely to respond to your speech
- B. Adjusting what you say to make it clear, appropriate, and convincing as possible
- C. Citing examples that your audience can easily relate with
- D. Identifying audience members who are likely to disagree with what you are saying

ANSWER: D

Which of these is a problem associated with using quotations to support a speech presentation?

- A. Using quotations that are relevant to the topic of the speech
- B. Using quotations whose sources are not disclosed
- C. Using quotations whose sources are disclosed
- D. Using quotations that the audience is unfamiliar with

ANSWER: B

Public speakers who read their speeches throughout a presentation are:

- A. Perceived to be highly credible by the audience
- B. Will gradually lose credibility before the audience
- C. Incapable of maintaining eye contact during a presentation
- D. Options B and C

ANSWER: C

Rather than trying to eliminate stage fright, you should aim at transforming it from a negative force into \_\_\_\_\_

- A. Positive force
- B. Negative force
- C. Driving force
- D. A and B

ANSWER: A

A person with a high speech apprehension is characterised by one of the following:

- A. Low self esteem
- B. He/she shows good interest in the area of communication
- C. He/she tries to get involved in speaking in public
- D. They usually handle their fears effectively when asked to speak in public

ANSWER: A

Is speech apprehension normal for beginners in public speaking?

- A. Yes
- B. No
- C. I don't know

ANSWER: A

Speech apprehension stems from the following sources, except \_\_\_\_\_

- A. Uncertainty about your ideas
- B. Uncertainty about technology
- C. Uncertainty about the setting
- D. Uncertainty about what to put on

ANSWER: D

The meaning of visualization captures the following except \_\_\_\_\_

- A. positive thinking

- B. Negative thinking
  - C. Painting a mental picture of yourself successfully delivering your speech
  - D. A and C
- ANSWER: B

Conducting a thorough audience analysis will \_\_\_\_\_

- A. Increase your chances of being nervous
- B. Increase the possibility of the audience responding to your presentation
- C. A and B
- D. Increase your anxiety level

ANSWER: B

The following include the strategies for overcoming speech apprehension except \_\_\_\_\_

- A. Maintain a positive attitude
- B. Acquire speaking experience
- C. Expect perfection
- D. Prepare and practice your speech

ANSWER: C

There are two layers to the anxiety that public speakers feel. These include: \_\_\_\_\_

- A. Normal and high speech apprehension
- B. Low and high speech apprehension
- C. Medium and normal speech apprehension
- D. None of the above

ANSWER: D

Uncertainty about your role as a speaker involves one of the following

- A. Being less certain about the purpose of the speech
- B. Uncertainty about what to wear
- C. Uncertainty about your ideas
- D. A and C

ANSWER: A

Glossophobia is:

- A. The anxiety over the prospect of giving a speech in front of an audience
- B. Being confident to speak in public
- C. The ability to speak to among your friends
- D. None of the above

ANSWER: A

When an instrument is designed to gathering quantitative data about the audience, the method is \_\_\_\_\_

- A. Data collection
- B. Inference
- C. Direct observation
- D. Interview

ANSWER: A

The kind of audience that is knowledgeable and informed about the subject a speaker is discussing is \_\_\_\_\_

- A. Lay audience
- B. Managerial audience
- C. Hostile audience
- D. Expert audience

ANSWER: D

The kind of audience that immediately embraces the speaker is \_\_\_\_\_

- A. Neutral audience
- B. Lay audience
- C. Supportive audience
- D. Expert audience

ANSWER: C

The kind of audience that has a negative attitude to the speaker even before the speech is delivered is \_\_\_\_\_

- A. Negative
- B. Expert
- C. Hostile
- D. Neutral

ANSWER: C

\_\_\_\_\_ is a verbal strategy for listening

- A. Nodding your head in agreement
- B. Frown to show your disagreement
- C. Asking questions
- D. Writing a note to the speaker

ANSWER: C

\_\_\_\_\_ is not a type of noise in the communication process

- A. Physical noise
- B. Psychology noise
- C. Psychological noise
- D. None of the above

ANSWER: B

A public speaker is a \_\_\_\_\_

- A. Persuader
- B. Politician
- C. Receiver
- D. Messenger

ANSWER: A

\_\_\_\_\_ analysis is conducted before and during the public speaking event

- A. Sociological
- B. Psychological
- C. Psychographic
- D. Situational



ANSWER: D

It is possible that the hostile audience will end up supporting the speaker.

- A. True
- B. False
- C. I don't know
- D. None of the above

ANSWER: A

Public speaking occurs when a speaker \_\_\_\_\_ and \_\_\_\_\_ a speech for a group that listens generally without interrupting the speaker's flow of ideas

- A. Writes and presents
- B. Prepares and performs
- C. Plans and produces
- D. Prepares and presents

ANSWER: B

The title of this course (GEL 102) is:

- A. Essentials of Public Speaking
- B. Public Speaking Essentials
- C. Public Speaking
- D. Publicly Speaking with Essence

ANSWER: B

Public speaking is not highly structured than conversation

- A. True
- B. False
- C. I don't know

ANSWER: B

The full meaning of GEL is:

- A. Godness, Excellence and Leadership
- B. Greatness, Excelling and Leading
- C. Goodliness, Excellence and Leadership
- D. Godliness, Excellence and Leadership

ANSWER: D

\_\_\_\_\_ does not help you to ascertain the extent to which your listeners grasp the message you are trying to pass

- A. Verbal cues
- B. Feedback
- C. Non-verbal cues
- D. None of the above

ANSWER: D

\_\_\_\_\_ have a way of making your listeners paint a picture in their mind

- A. Power-point slides

- B. Stories
  - C. Entertainment
  - D. Opinions
- ANSWER: B

Communication is a continuous process which involves \_\_\_\_\_ of messages or ideas between persons

- A. The verbal words
- B. The connection
- C. The transmission
- D. The coming together

ANSWER: C

Communication is a process of sending and receiving messages

- A. True
- B. False
- C. I don't know

ANSWER: A

The channel of communication does not have influence on the communication process

- A. True
- B. False
- C. I don't know

ANSWER: B

The success and failure of the communication depends on the right selection of

- A. The receiver
- B. The sender
- C. The channel
- D. None of the above

ANSWER: C

Feedback refers to the \_\_\_\_\_ of the receiver to the message that was sent

- A. Reaction
- B. Analysis
- C. Response
- D. Options A and C

ANSWER: D

The following options are true except

- A. Feedback leads to better understanding
- B. Feedback evaluates the channel
- C. Feedback helps to solve problems
- D. All of the above

ANSWER: B

The issue of ethics raises a question of whether a course of action is \_\_\_\_\_

- A. Knowledgeable
- B. Ethical
- C. Good or bad
- D. Moral or immoral

ANSWER: D

One of the guidelines for ethical speaking is

- A. To plagiarise
- B. To avoid research
- C. To avoid hate language
- D. To brainstorm

ANSWER: C

The full meaning of NCA, advocates against unhealthy speech is \_\_\_\_\_

- A. Nigeria Communication Agency
- B. National Communication Association
- C. National Committee on Agreement
- D. Nigeria Content on Agreement

ANSWER: B

Misinterpreting sources, manipulating figures, and citing from unrelated passages are indications of \_\_\_\_\_

- A. Plagiarism
- B. Dishonesty
- C. Respect for audience
- D. Loyalty

ANSWER: B

Keeping the ethics of public speaking is \_\_\_\_\_

- A. Speaking to the audience
- B. Speaking in a language that people may not understand
- C. Allowing the audience to work on the meaning of the speech themselves
- D. Speaking correctly at a given speech occasion

ANSWER: D

Ethical public speaking is \_\_\_\_\_

- A. An event
- B. A process
- C. A pathway
- D. A theory

ANSWER: B

How do you respect your audience?

- A. By bowing to them
- B. By over assuming the extent of their knowledge

- C. By taking care of their interest
  - D. By overlooking their needs
- ANSWER: C

The word “Plagiarism” comes from Plagiarius which means \_\_\_\_\_

- A. Kidnapper
- B. Terrorist
- C. Accurate
- D. Thief

ANSWER: A

Plagiarism must be \_\_\_\_\_

- A. Discouraged
- B. Encouraged
- C. Allowed to some extent
- D. Overlooked

ANSWER: A

What form of plagiarism occurs when a speaker fails to acknowledge a portion of remarks, assertions, or data from an original source?

- A. Global plagiarism
- B. Patchwork plagiarism
- C. Incremental plagiarism
- D. None of the above

ANSWER: C

Which type of plagiarism should be encouraged?

- A. Incremental Plagiarism
- B. Global Plagiarism
- C. Patchwork Plagiarism
- D. None of the above

ANSWER: D

One of the ways to avoid Patchwork Plagiarism is to \_\_\_\_\_

- A. Copy another person’s work
- B. Give poor grades to students involved
- C. Withhold the salary of the person involved
- D. Work early on the speech writing process

ANSWER: D

Which of the following cannot be cited?

- A. Words or ideas presented in a magazine, book, song, etc
- B. Information you gain through interviewing
- C. Reusing or reposting any electronically available media, such as images, audio, video, etc
- D. When you are using generally accepted facts

ANSWER: D

To overcome speech apprehension, you must do the following except

- A. Stay positive
- B. Build greater self-confidence
- C. Prepare and practice the speech well
- D. Avoid eye contact with your audience

ANSWER: D

Which of the following is not a cause of speech apprehension

- A. Uncertainty about your role as the speaker
- B. Uncertainty about technology
- C. Uncertainty about your colour of shoes
- D. Inadequate preparation

ANSWER: C

Which of the following is correct:

- A. Pubilc speaking
- B. Public speaking
- C. Poblic speaking
- D. Public speakeing

ANSWER: B

Public speaking is a life skill which gives you a chance to develop many other communication skills

- A. False
- B. True
- C. I don't know

ANSWER: B

When you acquire public speaking experience, your confidence to speak in public reduces

- A. False
- B. True
- C. I don't know

ANSWER: A

One of the following is not a factor to be considered in situational audience analysis

- A. Physical setting
- B. Size of the audience
- C. Disposition to anxiety
- D. Disposition to the occasion

ANSWER: C

Speech making is the art or practice of delivering a formal address in

- A. School
- B. Public
- C. An institution

D. Class  
ANSWER: B

As a speaker, you need to understand the purpose of your speech because every speech is meant to \_\_\_\_\_

- A. Educate
- B. Inform
- C. Serve a specific purpose
- D. Entertain

ANSWER: C

Which of the following is not an element in the communication process?

- A. Message
- B. Channel
- C. Middleman
- D. Receiver

ANSWER: C

One proven way of influencing people is through

- A. Propaganda
- B. Audience analysis
- C. Public speaking
- D. None of the above

ANSWER: C

Listening is a receptive skill

- A. False
- B. True
- C. I don't know

ANSWER: B

The following are non-verbal listening strategies, except

- A. Use body orientation
- B. Provide supportive utterances
- C. Establish direct eye contact
- D. Ask questions

ANSWER: D

Listening is not a receptive skill

- A. False
- B. True
- C. I don't know

ANSWER: A

Communication is not important for the survival of human beings

- A. False

- B. True
  - C. I don't know
- ANSWER: A

Which of the following communication elements is the most superior?

- A. Sender
- B. Message
- C. Receiver
- D. None of the above

ANSWER: D

The type of noise that occurs when there is a problem with a machine that is being used to communicate is

- A. External noise
- B. Environmental noise
- C. Mechanical noise
- D. Machine noise

ANSWER: C

Feedback is important because of the following, except

- A. Helps to solve problems
- B. Shows the effectiveness of a message
- C. Helps the decision making
- D. Leads to better misunderstanding

ANSWER: D

GEL 102 is unique in that:

- A. It is the surest way strategy to conquering communication apprehension.
- B. It has improved your speaking skills.
- C. It provides an opportunity to impact on the lives of people.
- D. All of the above

ANSWER: D

Which of these topics is relevant for a persuasive speech?

- A. How to operate a laptop computer
- B. Dangers of Alcoholism
- C. The Challenges of Single Parenting
- D. The rise of the human planet

ANSWER: B

Identify the basic problem with this topic "the challenges of single parenting in Iwo town," if it were to be presented to Bowen Undergraduates:

- A. It is too broad
- B. It does not meet students' immediate needs
- C. It is too sensitive
- D. It is illegal

ANSWER: B

Which of the following is the most potent factor that should determine your topic for a public speech?

- A. Your area of specialisation
- B. Impressing speech organiser
- C. Time
- D. Needs of the audience

ANSWER: D

The term, glassophobia, means

- A. The fear of standing in public
- B. The fear of singing in public
- C. The fear of speaking in public
- D. The fear of speaking in public

ANSWER: D

The behaviour of a person with high communication apprehension is characterised by one of the following:

- A. Low self esteem
- B. He/she shows good interest in the area of communication
- C. He/she tries to get involved in speaking in public
- D. They usually handle their fears effectively when asked to speak in public.

ANSWER: A

This public speaking course serves as \_\_\_\_\_

- A. A platform to acquire speaking experience
- B. A training ground for you to develop your public speaking skills
- C. A and B
- D. None of the above

ANSWER: C

Public speaking is a three-way transaction

- A. True
- B. False
- C. I don't know

ANSWER: B

There is no possibility that the hostile audience can later support the speaker.

- A. True
- B. False
- C. I don't know
- D. None of the above

ANSWER: B

A public speaker is a \_\_\_\_\_

- A. Persuader
- B. Politician



- C. Receiver
  - D. Messenger
- ANSWER: A

According to Jaffe (2001), “you cannot not communicate”

- A. True
  - B. False
  - C. I don't know
- ANSWER: B

Which of the following can be used to conduct audience analysis?

- A. Television
  - B. Inference
  - C. Infrence
  - D. Radio
- ANSWER: B

You can select one of the methods or a combination of methods when conducting audience analysis

- A. True
  - B. False
  - C. I don't know
- ANSWER: A

Which of the following is not a type of audience in public speaking?

- A. Manager audience
  - B. Expert audience
  - C. Lay audience
  - D. None of the above
- ANSWER: A

Which of the following is a question to be asked when conducting audience analysis?

- A. Educational background
  - B. Gender and sexual orientation
  - C. Interests of the audience
  - D. All of the above
- ANSWER: D

Demographic analysis involves the following, except

- A. Ethnic background
  - B. Religious background
  - C. Marital status
  - D. All of the above
- ANSWER: D

Psychographic analysis does not involve

- A. Lifestyle of the audience

- B. Economic status of the audience
- C. Beliefs of the audience
- D. All of the above

ANSWER: B

Situational analysis involves the following, except

- A. Size of the hall
- B. Reaction of the audience
- C. All of the above
- D. None of the above

ANSWER: C

Psychological analysis involves all but

- A. Needs of the audience
- B. Interests of the audience
- C. Discipline of the audience
- D. Present condition of the audience

ANSWER: C

Establishing direct eye contact with your audience communicates a sign of

- A. Honesty
- B. Acknowledgement
- C. Pride
- D. All of the above

ANSWER: B

The extemporaneous style of speech presentation presents a public speaker as:

- A. Well prepared
- B. Arrogant
- C. Successful
- D. All of the above

ANSWER: A

In public speaking, how something is said is equally as important as what is being said

- A. False
- B. True
- C. I don't know

ANSWER: B

Which of the following is not a strategy for listening as a public speaker?

- A. Occasionally, stop, look and listen
- B. Learn to observe the facial expression of the audience
- C. Use the manuscript mode of listening
- D. Engage the audience

ANSWER: C

\_\_\_\_\_ is an active process of receiving, constructing meaning from and responding to verbal and/or nonverbal messages

- A. Public Speaking
- B. Listing
- C. Public listening
- D. Listening

ANSWER: D

Listening skills are not acquired but learned and developed over time

- A. True
- B. False
- C. A and B
- D. I don't know

ANSWER: A

Public speakers are born with the gift of listening

- A. False
- B. True
- C. A and B
- D. I don't know

ANSWER: A

Public speaking abilities are evident in the following, except

- A. Presenting a business proposal
- B. Dialogue with bosom friend
- C. Communicating in a social gathering
- D. All of the above

ANSWER: B

Speech apprehension is not

- A. Glassophobia
- B. Speaking in public
- C. The fear of public speaking
- D. None of the above

ANSWER: B

The continuous process of sending and receiving verbal and nonverbal messages is

- A. Public Speaking
- B. Listening
- C. Communication
- D. GEL 102

ANSWER: C

In public speaking, the audience are more important than the message

- A. True
- B. False

C. I don't know

ANSWER: B

Communication becomes effective when

- A. There is feedback
- B. There is absence of noise
- C. There is a message
- D. None of the above

ANSWER: A

Ethics of public speaking does not deal with

- A. Plagiarism
- B. Honesty
- C. Avoiding research
- D. All of the above

ANSWER: D

To conduct research means

- A. To observe
- B. To search
- C. To investigate
- D. All of the above

ANSWER: D

\_\_\_\_\_ is passive while \_\_\_\_\_ is active

- A. Listening, hearing
- B. Hearing, listening
- C. Listening, hearing
- D. Hearing, listening

ANSWER: D

Feedback can be sent through verbal, facial and physical reactions

- A. True
- B. False
- C. I don't know

ANSWER: A

Public speaking is a powerful tool for \_\_\_\_\_ people and making them do what they ordinarily would not like to do.

- A. Encouraging
- B. Influencing
- C. Connecting
- D. Options A and C

ANSWER: B

Public Speaking is different from conversation because:

- A. Public speaking persuades

- B. Public speaking is daunting
  - C. Options A and B
  - D. Public speaking requires more formal language
- ANSWER: D

The Greek word, 'Ethos' means:

- A. Characteristics
  - B. Character
  - C. Ethics
  - D. Ethnocentric
- ANSWER: B

\_\_\_\_\_ can determine the failure or success of a speech

- A. Light
  - B. Audience analysis
  - C. The Audience
  - D. Options B and C
- ANSWER: C

The receiver can determine the failure of a speech

- A. True
  - B. False
  - C. A and B
  - D. I don't know
- ANSWER: A

As human beings, you cannot not communicate

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: A

Not making exaggerated claims in public speaking are considered as ethical issues

- A. True
  - B. False
  - C. Not sure
- ANSWER: A

Making exaggerated claims are not regarded as ethical in public speaking

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: A

Honesty in public speaking means to be \_\_\_\_\_

- A. Blunt
- B. Nice
- C. Truthful
- D. Fair

ANSWER: C

As a public speaker, you are permitted to not be truthful to your audience

- A. False
- B. True
- C. Maybe
- D. I don't know

ANSWER: A

Public speakers are \_\_\_\_\_ in a speech presentation situation.

- A. Speakers only
- B. Listeners only
- C. Speakers and listeners
- D. All of the above

ANSWER: C

In public speaking situations, the priority of speakers should not be delivering a speech alone.

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

Selective listening assists audience members to be receptive to what is being shared.

- A. Sometimes
- B. Always
- C. Most times
- D. Never

ANSWER: D

Which of the following presentation styles may be distracting to the audience?

- A. The Extemporaneous style
- B. The Manuscript style
- C. The Memorized style
- D. All of the above

ANSWER: B

One of these presentation styles aids listening

- A. The Extemporaneous style
- B. The Exteporanous style
- C. The Extemporeneous style
- D. None of the above

ANSWER: A

Which of the following is a delivery style?

- A. The Extemporaneous style
- B. The Manuscript style
- C. The Memorized style
- D. All of the above

ANSWER: D

Getting information about the marital status of the audience is \_\_\_\_\_

- A. Marital analysis
- B. Marriage analysis
- C. Demographic analysis
- D. Democratic analysis

ANSWER: C

Getting to know about the interests of the audience is \_\_\_\_\_

- A. Interest analysis
- B. Demographic analysis
- C. Psychographic analysis
- D. None of the above

ANSWER: D

The \_\_\_\_\_ audience comprise people who possess slight knowledge about your topic?

- A. Lay
- B. Expert
- C. Managerial
- D. Hostile

ANSWER: C

The \_\_\_\_\_ audience comprise people with great knowledge about your topic

- A. Lay
- B. Expert
- C. Managerial
- D. Hostile

ANSWER: B

The \_\_\_\_\_ audience comprise people who have been forced to attend and will likely not listen to your presentation

- A. Lay
- B. Forced
- C. Managerial
- D. Hostile

ANSWER: D

It is possible for a supportive audience to become hostile audience

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

It is impossible for a hostile audience to become supportive audience members

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: B

It is possible for hostile audiences to not become supportive

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

It is possible for neutral audiences to not become supportive audiences

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: B

It is possible for neutral audiences to become supportive audiences

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

It is impossible for supportive audiences to become neutral audiences

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: B

It is possible for supportive audiences to become neutral audiences

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

It is possible for supportive audiences to not become neutral audiences

- A. True
- B. False
- C. Maybe
- D. I don't know

ANSWER: A

It is not possible for neutral audiences to become supportive audiences



- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

It is possible for neutral audiences to become non-supportive audience

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: A

It is impossible for neutral audiences to become hostile audience members

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

The Communication process begins from the message

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

\_\_\_\_\_ begins the communication process

- A. The receiver
  - B. The message
  - C. The channel
  - D. The sender
- ANSWER: D

The communication process begins with having an idea of the topic

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

When communicating, you must always send verbal messages only

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

When communicating, you send non-verbal messages only

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

- Public speaking is a/an \_\_\_\_\_ skill
- A. Speaking
  - B. Receptive
  - C. Expressive
  - D. Mouth
- ANSWER: C

- Any obstacle that obstructs the communication process is \_\_\_\_\_
- A. Microphone
  - B. Psychology
  - C. Mental
  - D. Noise
- ANSWER: D

- The \_\_\_\_\_ are the target of communication in the communication process
- A. The senders
  - B. The receivers
  - C. The channel
  - D. The public speakers
- ANSWER: B

- The \_\_\_\_\_ determines whether a message was successful or not in public speaking
- A. Situation
  - B. Public speaker
  - C. Feedback
  - D. Examination
- ANSWER: C

- Communication is a \_\_\_\_\_ process
- A. General
  - B. Two-way
  - C. Common
  - D. Public Speaking
- ANSWER: B

- Getting to know about the religious background of the audience is \_\_\_\_\_
- A. Situational analysis
  - B. Religious analysis
  - C. Sociological analysis
  - D. Demographic analysis
- ANSWER: D

Rumours about public speakers do not matter during situational analysis?

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: B

Listening is an expressive skill

- A. False
  - B. True
  - C. Maybe
  - D. I don't know
- ANSWER: A

Listening is not an expressive skill

- A. True
  - B. False
  - C. Maybe
  - D. I don't know
- ANSWER: A

Choose the odd one out of the following

- A. Public speaking
  - B. Communication
  - C. Reading
  - D. Education
- ANSWER: D

Which of the following is correct:

- A. Public speaking and communication are different
  - B. Communication occurs before public speaking
  - C. Communication occurs during public speaking
  - D. Public speaking occurs before communication
- ANSWER: C

Which of the following is incorrect

- A. Global plagiarism
  - B. Patchwork plagiarism
  - C. Increment plagiarism
  - D. None of the above
- ANSWER: C

Which of the following types of plagiarism should be encouraged?

- A. Incremental Plagiarism
  - B. Global Plagiarism
  - C. None of the above
  - D. All of the above
- ANSWER: C

The type of plagiarism where the speaker does not acknowledge his/her facts or statistics is known as:

- A. Patchwork plagiarism
- B. Incremental plagiarism
- C. Global plagiarism
- D. All of the above

ANSWER: B

A situation where someone copies a complete piece of work without acknowledging the speaker is known as

- A. Copycat
- B. Patchwork plagiarism
- C. Complete plagiarism
- D. Global plagiarism

ANSWER: D

You can cite the following, except:

- A. Ideas in a book
- B. Ideas from advertisements
- C. Ideas from TV programmes
- D. All of the above

ANSWER: D

You cannot cite one of the following

- A. Common knowledge
- B. Reprint of diagrams
- C. Repost any electronically available media
- D. Information from conducting interviews

ANSWER: A

To make a flawless speech requires

- A. Knowing the right people
- B. Having the right audience
- C. Using the perfect venue
- D. Commitment

ANSWER: D

One of the following is not an objective of public speakers

- A. Value the influence of the audience
- B. Ensure the audience see the speaker's point of view
- C. Help the audience to see their potentials
- D. Inspire the audience

ANSWER: B

\_\_\_\_\_ is an active activity while \_\_\_\_\_ is a passive activity

- A. Hearing, listening
- B. Listneing, hearing

- C. Listening, hearing
  - D. Hereing, listening
- ANSWER: C

Choose the odd one out of the following:

- A. Laptop
  - B. Projector
  - C. Paper
  - D. Presentation pointer
- ANSWER: C

Which of the following is incorrect about audio-visual materials?

- A. They avail the audience an experience that could be replicated easily with traditional speaking methods
  - B. They can make speaking more effective
  - C. They can create a better relationship between the speaker and the audience
  - D. They can make learning look boring
- ANSWER: D

Public speakers are not born with the gift of speaking

- A. True
  - B. False
  - C. A and B
  - D. I don't know
- ANSWER: A

Listening skills are acquired from birth

- A. True
  - B. False
  - C. A and B
  - D. I don't know
- ANSWER: B

Demographic analysis involves one of the following

- A. Lifestyle of the audience
  - B. Religious background
  - C. Values of the audience
  - D. None of the above
- ANSWER: B

Psychographic analysis involves one of the following

- A. The venue of the speech
  - B. The lifestyle of the audience
  - C. The educational background of the audience
  - D. All of the above
- ANSWER: B

Situational analysis involve the following, except

- A. The size of the audience
- B. The physical setting of the environment
- C. Painting of the venue
- D. All of the above

ANSWER: C

Psychological analysis involves one the following

- A. The food to be given to the audience
- B. The physical appearance of the audience
- C. Interests of the audience
- D. Spiritual state of the audience

ANSWER: C

Psychological analysis involves the following, except

- A. The needs of the audience
- B. The values of the audience
- C. The interests of the audience
- D. All of the above

ANSWER: D

Choose the odd one out of the following

- A. Channel
- B. Source
- C. Message
- D. Media

ANSWER: D

Choose the odd one out of the following

- A. External noise
- B. Environmental noise
- C. Mechanical noise
- D. Machine noise

ANSWER: D

Choose the odd one out of the following

- A. Hardware
- B. Software
- C. Generator
- D. Projector

ANSWER: C

Which of the following communication elements is the least superior?

- A. Sender
- B. Message
- C. Noise
- D. None of the above

ANSWER: D

Acquiring public speaking experience helps to boost your confidence

- A. False
- B. True
- C. I don't know

ANSWER: B

Gaining public speaking experience helps to reduce your confidence

- A. False
- B. True
- C. I don't know

ANSWER: A

The sender in the communication has an influence on the communication process

- A. True
- B. False
- C. I don't know

ANSWER: A

The attitude of the receiver will determine if they will understand a message or not

- A. True
- B. False
- C. I don't know

ANSWER: A

Communication is a process of \_\_\_\_\_ and \_\_\_\_\_ messages

- A. Sanding and receiving
- B. collecting and sending
- C. Sending and receiving
- D. Reciving and sending

ANSWER: C

Handling speech apprehension includes the following except

- A. building a greater self-confidence,
- B. Disorganizing your thoughts
- C. Staying positive
- D. Options B and C

ANSWER: B

Choose the odd one out of the following

- A. The feelings of uneasiness
- B. The feeling of panic
- C. Fear of public speaking
- D. None of the above

ANSWER: D

Speech anxiety is known to be a major cause of unsuccessful speeches

- A. False
- B. True
- C. Maybe
- D. I don't know

ANSWER: B

Speech apprehension is known to be a major cause of successful speeches

- A. False
- B. True
- C. Maybe
- D. I don't know

ANSWER: A

Uncertainty about your role as a speaker is a characteristics of \_\_\_\_\_

- A. Public speaking
- B. Audience analysis
- C. Speech apprehension
- D. Speech composition

ANSWER: C

Uncertainty about skill is a characteristic of \_\_\_\_\_

- A. Uncertainty about your ideas
- B. Uncertainty about your skills
- C. Uncertainty about your audience and their reactions
- D. Uncertainty about your speaking abilities

ANSWER: D

The less sure you are about your knowledge of your topic, the more nervous you will feel about giving the speech.

- A. False
- B. True
- C. Maybe
- D. I don't know

ANSWER: B

One of the following is incorrect about strategies to overcome speech apprehension

- A. Use the power of visualization
- B. Prepare and practice your speech
- C. Maintaining a positive attitude
- D. After preparation, expect a perfect speech

ANSWER: D

As a student, your speaking abilities could manifest through the following except

- A. Presenting a business proposal
- B. Communicating at social gatherings,
- C. Defend even your degree project in school



D. Discussing with your best friend

ANSWER: D

Speech apprehension is normal for public speakers

A. True

B. False

C. Maybe

D. I don't know

ANSWER: A

Speech apprehension is not normal for public speakers

A. True

B. False

C. Maybe

D. I don't know

ANSWER: B

One of the following is not a strategy for listening as a public speaker

A. Intermittently, stop, look and listen

B. Engage the audience

C. Learn to observe facial expressions

D. Be unmindful of your content and relational messages

ANSWER: D

One of the following is not a non-verbal strategy for listening

A. Use direct body orientation

B. Demonstrate facial hegemony

C. Establish direct eye contact

D. Provide supporting video evidences

ANSWER: D

Verbal strategies for listening include

A. Invite additional comments

B. Ask questions

C. Provide clear verbal responses

D. All of the above

ANSWER: D

When you listen effectively, the speaker will

A. Understand you

B. Reciprocate by listening

C. Feel accepted

D. All of the above

ANSWER: D

\_\_\_\_\_ involves the ability to retain information, as well as to react empathically and/or appreciatively to spoken and /or nonverbal messages.

A. Public speaking

B. Listening

- C. Communication process
  - D. Speech apprehension
- ANSWER: B

Which of the following topics was not discussed during the GEL 102 classes

- A. Speech Apprehension
- B. Speech Pronunciation
- C. Importance of listening
- D. Speech Development

ANSWER: B

During speech presentations, when you make a mistake, do one of the following except

- A. Don't panic
- B. Start all over again
- C. Apologize
- D. Pause for a while and continue

ANSWER: B

Body movement, facial expressions and eye contacts are examples of \_\_\_\_\_

- A. Public speaking
- B. Listening
- C. Non-verbal communication
- D. Facial communication

ANSWER: C

When you exceed the allotted speaking time, you should do the following except

- A. Apologise
- B. Seek the permission of the organizers
- C. Do nothing
- D. Acknowledge that you exceeded the time

ANSWER: C