Public Speaking Essentials

Public Speaking · Answer Key · 20 Questions

1. What is the term for the speed at which a speaker talks during a presentation?

A) Volume
B) Tempo
C) Pitch
D) Emphasis

2. Which physical element of public speaking refers to the way a speaker stands?

A) Posture
B) Gestures
C) Stance
D) Expression

3. What is the primary purpose of using a 'visual aid' during a speech?

A) To hide notes
B) To entertain friends
C) To clarify information
D) To increase volume

4. Which part of a speech is designed to grab the audience's attention immediately?

A) The conclusion
B) The transition
C) The introduction
D) The summary

5. What does 'enunciation' refer to in the context of speaking?

A) Talking loudly
B) The clarity of speech
C) Speaking very fast
D) Using difficult words

6. In public speaking, what is an 'inflection'?

A) A type of microphone
B) A change in voice pitch
C) The length of a speech
D) A hand movement

7. Why do speakers use 'pauses' during a presentation?

A) To forget the speech
B) To allow the audience to process information
C) To check the time
D) To avoid eye contact

8. What is the recommended method for maintaining engagement with an audience?

A) Looking at the ceiling
B) Reading from a paper
C) Making eye contact
D) Looking at the floor

9. Which term describes the repetition of a phrase or word for effect in a speech?

A) Anaphora
B) Alliteration
C) Metaphor
D) Simile

10. What is the 'conclusion' of a speech intended to do?

A) Start a new topic
B) Introduce the speaker
C) Summarize main points
D) Ask for questions only

11. What is 'extemporaneous' speaking?

A) Reading word for word
B) Speaking without any preparation
C) Speaking from brief notes or an outline
D) Memorizing a script

12. What is the primary goal of a 'persuasive' speech?

A) To tell a funny story
B) To convince the audience of a viewpoint
C) To list historical facts only
D) To summarize a movie

13. Which of these is a common 'filler word' that speakers are encouraged to avoid?

A) Therefore
B) However
C) Um
D) Finally

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14. What does 'projection' mean in public speaking?

A) The intensity of voice volume
B) Using a projector
C) Writing a script
D) The topic of the speech

15. Which famous ancient civilization is credited with developing 'Rhetoric' as a formal study?

A) Ancient Egypt
B) Ancient Greece
C) Ancient China
D) The Aztecs

16. What is a 'podium' used for in public speaking?

A) Displaying videos
B) Holding a speaker's notes
C) Recording audio
D) Lighting the stage

17. Which body part is most commonly used for 'gesturing' to emphasize a point?

A) Feet
B) Hands
C) Ears
D) Shoulders

18. What is the 'audience' in a public speaking context?

A) The speaker's notes
B) The people listening to the speech
C) The stage lights
D) The room furniture

19. When a speech is 'informative', what is the main goal?

A) To make people laugh
B) To teach the audience about a subject
C) To sell a product
D) To change a law

20. What is 'non-verbal communication' in a speech?

A) Speaking louder
B) Using body language and expressions
C) Reading a book
D) Writing a speech

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