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Public Speaking

Chapter Four

1. How do you go about brainstorming for potential speech subject areas and topics?

I choose a project that I am interested in. Usually is it a broad topic, which is after simplified in smaller categories. Smaller categories are broken down to an even smaller grouping. Each grouping follows possible questions. After gathering all the information, a small topic is chosen that is interested to work with and share all these elements with the audiences.

2. What are some kinds of data you should collect as you examine the rhetorical situation?

There are a few different things that can be collected. The data regarding the age group, two sided items, multiple response items, scaled items and open answer (that will allow to elaborate on their opinion and ideas.

3. How do you use the rhetorical situation data you collect to select a speech topic?

The gathered information will allow to find out which information is mostly popular. It will allow to narrow down to one important topic. The topic will narrow the age grouping to whom the speech will be spoken to. With all these details it will interest more audiences to listen and share similar ideas.

4. What are the characteristics of an effective specific speech goal statement?

Specific speech goal statement is to make a layout of the speech to organize everything in a proper manner. The goal of the speech must contain only one idea. Statement should be revised to the point that it will be a clear to understand. Listeners must have a clear understanding of the topic, goal of the speech and its importance.

Chapter Five

1. How can you find out about and then address initial audience disposition toward your topic?

Initial audience disposition is the opinion of others upon the topic that the speech is build. It is important to conduct research prior to decide upon what is going to be interpreted. Research can be done through a survey, personally gathered data or papers.

2. What techniques can you use to emphasize common ground you share with your audiences?

Addressing people in the speech with personal pronouns, will make the speaker more open to the community. Asking rhetorical question will make the listeners ask the same thing, which will bring them on the same wave as the speaker. Finally sharing experience will feel them welcomed, safe and excited to hear something different that will affect their opinion upon something. Personal experiences have a lot of impact on listeners.

3. What are some ways you can point out the relevance of your speech to your audiences?

There are three ways that the speech can point out relevance: timeline, proximity and personal effect of an idea. Timeline will allow to give a time frame of the topic. If the topic is

about statistics, it will be beneficial to include statistics collected over the past 10 years and provide an estimated statistic of possible improvement in the future. Proximity allows closer connection with the listeners, bringing them closer to you by sharing a familiar life experience or describing a feeling. Personal effect is the emphasis of an important event that motivated you to do something, and that must have the similar effect on others.

4. How can you establish yourself as a credible speaker?

Audiences must trust the speaker with the information they hear. A credible speaker is a speaker that is educated and knows the topic very well, personable and trustworthy. The knowledge of the topic comes from how well it is presented, and how well it is convinced. People judge the way the speaker looks, what energy comes from them. Basically, the character that is presented in front of them. With good character audience see a trustworthy speaker and engage into listening, which ends up in the convincing their minds.

5. In what ways might you promote audience comprehension and retention?

There are five ways to accomplish that. 1) appealing style 2) proper use of transitions 3) comparison of familiar and unknown 4) the choice of language and 5) vivid examples and body language

6. What might you do to overcome potential language and cultural differences?

Overcoming language differences is hard as there many nuances that might cause confusion. Choosing simpler words to express your thoughts, speaking slowly for a better diction, and having visual materials will help with supporting the statement. The cultural differences add another step towards the development of the speech. Additional information must be researched regarding the culture, country, traditions, opinions and so on before performing a speech in front of foreign nationalities.

Chapter Six

1. How do you locate and evaluate information sources to develop your topic?

It is always better to start with personal experience and continue with secondary research. Secondary research is gathering information that was written and stated by other people. The information can be found on the internet, libraries, books, educative videos, audios and many more sources of information. Evaluating the source is important. Things that are found in journals, books, and diaries are often a good source of information because the information can always be backed up by proof. Things from social media are usually the facts that are not too trustworthy as there are a lot of opinion-based facts.

2. What types of information might you use as evidence to support your topic?

It all depends on what the speech is about. In majority of cases, it is better to go with scholarly articles. It will provide a good opinion-based information based on facts. If it the speech based of personally gathered information from one individual, it is good to use the interview questions, diaries and other personal information.

3. How can you go about recording information accurately?

The most popular way of recording the gathered information is annotated bibliography. It includes a summary of the source where the information was taken. It includes a complete bibliographic citation of the source, a few sentences of summary, a summary how these facts are relevant to the topic in the speech, and the possible use of quotes.

4. How do you cite sources appropriately?

Acknowledging gathered information or a quote that was said by someone else is very important, you acknowledge their words, their figure. Without acknowledgement it will be a form of plagiarism, stealing someone's idea and stating as yours. In the speech it is often done as an oral footnote. It is a reference to the original source and is stated after the information has been announced. It will show the listeners that the content is credible and can be trusted. There are many sources where the information can be gathered from. Most importantly in all statements there must be a title of the book/journal/newspaper/internet source and so on, as well as the date of publication.