

Yohana Kitchen

COM108

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Homework Chap 1-6

Chapter 1

1. What is the nature and purpose of public speaking as a liberal art?

It is important to have knowledge in public speaking for liberal arts because we use a lot of public speaking in liberal arts whether it is to persuade the audience, entertain the audience, or even to commemorate a person, occasion, or event. It is great to know our rights and express ourselves.

2. What are five ethical responsibilities of public speakers?

Trustworthiness, respect for others, integrity, dignity in conduct and truthfulness in the message

3. What is communication and public speaking as a form of it?

Public speaking is a form of communication that seeks and long for an outcome.

4-What is the rhetorical situation and how can it help you determine art M
Appropriate speech goal?

It is the involvement of at least one person using a type of communication to change or modify the perspective of at least one other person.

5- What are the components of an effective audience-centered public speech?

The components of a well-structured speech are, mutuality none judgementalism, honesty and fairness. These elements will open the door for the speaker to create an honest relationship with the listener and the results will be very much effective.

Chapter 2

1-What is public speaking apprehension, its symptoms, and its causes?

When speaking in front of an audience a person could get nervous and start to get anxious. The symptoms could be cognitive, physical and emotional. It could be Anticipation reaction, Confrontation reaction and Adaptation reaction. Normal things we face while public speaking. The causes are Negative Self-talk, Biologically based temperament, Previous experience Modeling, Reinforcement and finally Level of skills. Public speaking apprehension could be a fear of public speaking, it is a common form of anxiety.

2-Why is the goal of effective public speakers to manage apprehension rather than eliminate it?

To be able to control themselves when those things happen and use those things for their own benefit.

3- What are some methods and techniques you can use to manage public speaking apprehension effectively?

General methods

Communication orientation motivation (COM)

Performance orientation

Communication orientation

Visualization

Relaxation Exercises

4- What are the six steps in an effective speech plan?

- Speech goal – a specific statement of what you want your audience to know, believe, or do.
- Audience adaptation – the process of tailoring your speech's information to the needs, interests, and expectations of your listeners
- Gather and evaluate information for use in your speech based on: Organize ideas into a well-structured outline, Outline the speech
- Choose, prepare, and use appropriate presentational aids.
- Practice oral language and delivery style

Chapter 3

1. What is listening and why study it in a public speaking course?

Listening is the process of receiving, attending to, constructing meaning from, and responding to spoken or nonverbal messages. It certainly is a cognitive process.

2. Why is effective listening challenging and what makes it most challenging for you?

Effective listening could be challenging and what makes it more challenging is the Content-oriented, People-oriented, Action-oriented, Time-oriented aspects of it.

3-What are some specific strategies you will employ to improve your listening

skills? Some of the things one could do to improve Getting physically ready to listen, Resist mental distractions, Hear the speaker out and Find personal relevance. Understanding helps, recollection, evaluating and responding.

4- What makes an effective and ethical constructive critique statement?

Specific, begin with observations about what was done well, explain how and why observed behavior affected the speech and Phrased as personal perceptions

5-What elements should be addressed in an effective constructive speech critique?

Content critique statements focus on goal, main points, and supporting material, Structure critique statements focus on macrostructure and microstructure and Delivery critique statements focus on use of voice and body

Chapter 4

1-How do you go about brainstorming for potential speech topics?

Identifying potential topics, analyzing my audience, I try using audience data ethically, Analyze the speech occasion, selecting an appropriate topic and finally I love to write to sometimes I Write a specific goal statement.

2. What are some kinds of demographic and subject-related audience data you should collect?

Subject, Topic, and Audience analysis.

3. What methods might you employ to collect audience data?

Conduct a survey, Two-sided items, multiple-response items, scaled items, open-ended items Observe informally, question a representative, Make educated guesses. I would also focus on things like Major and career interests, Hobbies and activities, Issues and concerns that would allow me to collect data.

4. What do we mean by using audience data ethically?

Because we do not want to practice Marginalizing, which is the practice of ignoring the values, needs, and interests of certain audience members, leaving them feeling excluded Neither do we want to practice Stereotyping which is assuming all members of a group have similar knowledge levels, behaviors, or beliefs simply because they belong to the group Audience diversity.

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

Writing down a first draft of your speech goal in one complete sentence, Making sure the goal statement contains only one idea and Revising the statement until it clearly articulates the general goal, are one of the things we can focus for a speech goal statement.

Chapter 5

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

By Narrowing topic, determining main points, Selecting supporting material and by Making language choices.

2-What techniques can you use to emphasize aspects of common ground you share with your audience?

Emphasizing timeliness, emphasize proximity and lastly emphasize personal impact.

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

Using Credibility.

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

Appeal to diverse learning styles, Preferred way of receiving information, Use transitions, maybe choosing specific and familiar language, Using vivid language and examples and finally comparing unfamiliar ideas with familiar ones.

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

Formulating a audience adaptation plan.

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

Work to be understood when speaking in your second language and Choose Culturally Appropriate Supporting Material

Chapter 6

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

I usually start research.

The first one being evidence – any information that clarifies, explains or otherwise adds depth or breadth to a topic.

Secondary research – locating information discovered by other people

Primary research – collecting data directly from the real world

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

Using only reliable and verifiable statistics. Using only recent statistics. Using statistics comparatively. Using statistics sparingly. Display statistics visually and Remember that statistics are biased.

3. How can you go about recording information accurately?

Annotated Bibliography – preliminary record of relevant sources found pertaining to your speech topic, Complete citations 2-3 sentence summaries, 2-3 sentences explaining support for speech, Direct quotations and finally Research Cards, one piece of information, key word, and bibliographic data

4- How do you cite sources appropriately?

Sources need to be acknowledged, citing sources adds to credibility, Failure to cite sources orally during your speech constitutes plagiarism, Oral footnotes are references to an original source and Include enough information for listeners to access the sources themselves.