



How to Write and Deliver Great Speeches

Quiz

Quiz – How to Write and Deliver Great Speeches

1. In the opening minutes of the program, Ross Shafer advises us that the most important lesson to take away from this program is:
 - A) That there are three distinct types of speeches.
 - B) That some are more natural speakers than others.
 - C) That it's natural to be nervous.
 - D) To practice. Take every opportunity you can to speak in front of others.
2. Which of the following tools can help reduce nervousness?
 - A) Practicing the speech.
 - B) Visiting the speech location beforehand.
 - C) Using every opportunity to speak in front of others.
 - D) All of the above.
3. What's the best length for a speech designed to persuade?
 - A) Ten minutes.
 - B) Never more than 50 minutes.
 - C) Only as long as it needs to be to make your points.
 - D) 50 minutes to one hour.
4. In your first few moments in front of your audience, you should:
 - A) Establish control.
 - B) Establish credentials.
 - C) Establish a personal connection, acknowledging a previous speaker, commenting on the room, etc.
 - D) Outline your agenda.
5. The narrator indicated that a strong "attention-getter" is important at the beginning of which of the three different speech-types?
 - A) All three speech types.
 - B) Just speeches designed to entertain.
 - C) Just speeches designed to persuade and motivate.
 - D) Both speeches designed to entertain and speeches designed to inform.
6. What is the key rule to follow when designing visual aids?
 - A) Use color.
 - B) Use graphs.
 - C) Keep them simple.
 - D) Avoid text.
7. Why does the narrator say that it is important to vary your eye contact across different audience members?
 - A) It shows that you are not reading.

- B) It helps you spot questions.
- C) It's crucial to establishing rapport - it helps them trust you.
- D) All of the above.

8. What is the primary reason for reducing your speech to note cards?

- A) It makes you look professional.
- B) Since the bulk of what you say will be unscripted words, your presentation will sound natural.
- C) Cards are easier to carry.
- D) All of the above.

9. Which of the following statements about gestures is FALSE

- A) They should appear natural.
- B) They should appear "heightened," to help project the speech.
- C) You can use one gesture too often.
- D) You can have too many gestures, or not enough gestures.

10. Which of the following statements about nervousness is FALSE?

- A) As you become a good public speaker, you may still be nervous.
- B) Knowing your subject and your audience will help control your nervousness.
- C) Nervousness can be a great motivator.
- D) Practicing will go a long ways toward controlling your nervousness.

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