Review Questions

***Chapter 13: Review Questions***

*These questions are designed to help you understand this chapter’s concepts and express your understanding in your own words. For answers to these questions, please refer to Appendix B: Review Questions.*

1. How do you create information hunger for your speech?
2. Speaking clearly and accenting your speech with purposeful nonverbal accompaniment will not suffice unless you make it easy to listen to. How do you do this?
3. What rough outline or plan of action should you map out in structuring an informative speech?
4. Audience involvement is vital. In addition to good delivery via enthusiasm, energy, eye contact, movement, and vocal variety, what other options do you have?
5. List six possible visual aids for a speech, and cite the five rules for visual aids.
6. Cite three “pros” for using presentation software and three “cons” against it.
7. What are two differences between an informative speech and a persuasive speech?
8. Name two ways to emphasize important points in a speech.

**Chapter 13**: **Answers to Review Questions**

*Your answers should include the following points:*

1. *Giving an audience a compelling reason to listen to your speech creates information hunger. Establish how your communication will help them meet physical, social, identity, or practical needs.*
2. *Limit the amount of information you present; use familiar material to increase understanding of the unfamiliar; use simple information to facilitate understanding of complex material.*
3. *See “Techniques of Informative Speaking” in Chapter 13.*
4. *Personalize the speech, use audience participation or volunteers, and have a Q & A session at the end of the speech.*
5. *A wide variety of choices exist for visual aids. The rules relate to their simplicity, size, attractiveness, appropriateness, and reliability.*
6. *Pros: focuses audience attention, makes logical structure transparent, and gives a visual source for vocal words. Cons: trivializes important information, encourages oversimplification, and discourages interaction with lack of speaker eye contact and movement*
7. *Informative speeches tend to be noncontroversial and non-confrontational. Informative speeches offer knowledge without opinion.*
8. *The first is repetition— I repeat, repetition. The second is signposts.*