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BITS PILANI, DUBAI CAMPUS

Dubai International Academic City, U.A.E.

Semester II 2013-2014

COMPREHENSIVE EXAMINATIONS (CLOSED BOOK)

Course No: ENGL C353/GS F245

Course Title: Effective Public Speaking

Date: 05.06.14

Time: 2 hrs

Maximum Marks: 23

Weightage: 23

Note: Answer all questions.

- I. You are the Editor-in-Chief of the newspaper *The World Today* and have been invited to attend a symposium on *Global Movement against Mass Surveillance* organized by the World Media Forum to address the issue of mass surveillance by governments and state agencies. In this symposium, you have to deliver a speech entitled "Spying on domestic and international communications, including citizens, by intelligence agencies should be banned." Write a full-fledged *persuasive speech* in *about 500 words* and indicate word-count at the end of the speech. Also underline the connective devices used by you. (7 marks)

- II. Jan Koum, the famous American Internet entrepreneur, computer engineer, CEO and co-founder of WhatsApp was invited to attend the Mobile World Congress organized by the Global Mobile Association, Barcelona on May 12, 2014. Those in attendance included Brian Acton co-founder of WhatsApp and many senior executives of his organization, top executives of other organizations like Marissa Mayer of Yahoo, Tim Cook of Apple and Mark Zuckerberg of Facebook, etc.

As the Convener of the congress, prepare an *introduction speech* of *350 words*, and indicate the word-count at the end of the speech. (6 marks)

- III. Fill in the blanks.

(10 marks)

1. While making a selection of the visual aids, you need to choose one which will suit to the _____, _____, and your _____ of delivery.
2. _____ is the microphone which is worn like a big pendant on a loop around the neck or clipped to the tie or blouse.
3. _____ is a piece of information that is accurate and authentic.
4. A testimony that is presented _____ is direct quotation.
5. Examples should be used to _____ and _____ ideas.
6. Conclusion of a speech should be _____ and _____.
7. A function of an introduction is to establish the speaker's _____ and _____.
8. To incorporate humour in your speech, identify _____ and _____.
9. According to _____, 'There is no science without fancy and no arts without facts'.
10. An individual's sense of humour depends on variables such as _____, _____, etc.

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Dubai International Academic City, U.A.E.

Semester II 2013-2014

TEST I (CLOSED BOOK)

Course No: ENGL C353/GS 245

Course Title: Effective Public Speaking

Date: 13.03.14

Time: 50 minutes

Maximum Marks: 15

Weightage: 15

Note: Answer all questions.

NAME: _____

ID NO.: _____

I. Fill in the blanks:

(1/2 × 20 = 10 marks)

- a. Nervousness is _____ over the prospect of giving a speech in front of an audience.
- b. _____ refers to the stress experienced by the speaker both before and during the speech preparation.
- c. Most people think that public speaking is _____ stressful.
- d. The tendency to get anxious in any kind of speaking situation is known as _____.
- e. Listening is a _____ and _____ activity.
- f. Effective listeners listen with a _____.
- g. Around _____ percent of a professional's communication time is spent in listening.
- h. Listening to a lecture in the classroom is an example of _____ listening.
- i. _____ is the four-step model of critical listening.
- j. Critical listening commences with _____.
- k. Active listening takes place when a listener makes _____ not only to understand but also _____ the information.
- l. According to _____, the audience form a formal collection of individuals for a specific purpose.
- m. Two relatively homogenous but opposing factions present in an audience group are referred to as _____.
- n. _____ involves making generalizations about men and women based on outmoded assumptions.
- o. Interview is a _____ of data collection.
- p. A _____ mirrors a respondent's previous answer and invites the respondent to expand on that answer.
- q. Persuasion is a _____ process.
- r. According to Abraham Maslow, _____ are the most important of all other needs.

- s. _____describes the audience's perception of the speaker's credibility or humility.
- t. A persuasive speaker talks like _____.

II. Choose the most correct answer.

($\frac{1}{4} \times 4 = 1$ mark)

- a. Mayor Kathleen Baldwin has been asked to address the Wakefield Community Association about the issue of constructing a swimming pool in the neighborhood. The most important factor Baldwin should consider when analyzing her audience is probably its
 - i. age
 - ii. gender
 - iii. attitude toward the topic
 - iv. religion
- b. Which of the following is likely to help you deal with nervousness in your speeches?
 - i. Visualize yourself giving a strong speech.
 - ii. Focus on communicating rather than on being nervous.
 - iii. Be thoroughly prepared for each speech.
 - iv. All of the above
- c. Which of the following statements is most clearly directed at the need issue in a persuasive speech on a question of policy?
 - i. One part of the solution is to have our state require training for all employees of tanning salons.
 - ii. Tanning beds can cause serious medical problems, including eye burns, blood vessel injuries, and skin cancer.
 - iii. Because this solution has worked in other states where it has been adopted, we can be confident that it will work here.
 - iv. Another part of the solution is to require licensing for all employees at tanning salons.
- d. The two kinds of listening most closely tied to critical thinking are
 - i. appreciative listening and empathetic listening
 - ii. empathetic listening and comprehensive listening
 - iii. comprehensive listening and evaluative listening
 - iv. evaluative listening and empathetic listening

III. Say whether True or False.

($\frac{1}{4} \times 4 = 1$ mark)

- a. The need for audience analysis and adaptation is one of the major differences between public speaking and everyday conversation.
 - i. True
 - ii. False
- b. Concentrating on the target audience means that a persuasive speaker can ignore the rest of the audience.
 - i. True
 - ii. False
- c. It is normal—even desirable—to be nervous at the start of a speech.
 - i. True
 - ii. False
- d. Because the brain can process many more words per minute than we talk, this spare “brain time” makes listening easier.
 - i. True
 - ii. False

IV. Discuss briefly.

($1 \times 3 = 3$ marks)

- a. Situational communication apprehension
- b. Pedestrian audience
- c. Third step of Monroe’s motivation sequence