D3BBH2106   (PAGES 2)   Reg. No..........................

Name: ....

THIRD SEMESTER UG DEGREE EXAMINATION, NOVEMBER 2022

(Regular/Improvement/Supplementary)

BBA HONOURS (AUDIT COURSE)

GAEC3G03T: PUBLIC SPEAKING

Time: 2 Hours   Maximum Marks: 50

PART A: Answer *all* the questions. Each carries 1 mark.

Choose the Correct Answer

1. Public speaking in the time of the Greeks was called _____.

    A) Presentation   B) Rhetoric   C) Research   D) Advocacy

2. Rule of 8 states that a presentation should be readable

    A) 8 inches away   B) 8 metres away   C) 8 yards   D) 8 feet away

3. The ancient _____ used public speech primarily to praise or persuade others.

    A) Romans   B) Andeans   C) Greeks   D) Indians

4. Public speaking anxiety, also known as

    A) Acrophobia   B) Agoraphobia   C) Glossophobia   D) audience

5. To organise your ideas,

    A) talk a lot   B) Stomach it   C) Mind map it   D) Close your mind

Fill in the Blanks

6. SAD is Social _____ Disorder.

7. Speakers prepare some notes in advance to help trigger their memory. This is known as _____ speaking method.

8. A speech in which the speaker has a goal of convincing the audience to accept his or her point of view is known as _____

9. In a graph, there is always _____ and _____ axis.

10. A speech for which there is very little preparation is known as _____

(10 × 1 = 10 Marks)

PART B: Answer any 5 questions. Each carries 5 marks.

11. What is Public speaking?

12. Distinguish between an online presentation and a public Speaking presentation.

13. What is a checklist? Give example of an electronic checklist. .

14. What is meant by Audience expectation?

(PTO)

15. Effectiveness of a Power Point presentation.

16. Importance of Mind Map.

17. Why should you take Notes when a speaker is saying something? What are the ways to take Notes?

18. Explain the *Empathy, Suspense, Surprise* approach to an effective business presentation.

19. Open a speech or presentation with a *"statistic'*. Explain

(5 × 5 = 25 Marks)

PART C: Answer any one question. Each carries 15 marks.

20. What is Anxiety? Mention some strategies to overcome it.

21. Mention certain strategies to enhance Listening.

22. How can visual aids be used to create an effective speech?

(1 × 15 = 15 Marks)