Sample Short Answer Section for the Unit I Exam

1. Remember the 5 requirements of a good speech introduction? Read the following complete introduction to a classroom speech with care. Label each part of a good introduction that is included here (be sure to indicate clearly what words in the introduction your label refers to). Then on the bottom of this page explain what parts of a good introduction are missing here and describe or create an example of what should be added to make it a complete introduction.

   “An attack on the United States with a biological or chemical weapon is an eventuality that must be addressed.” That warning comes from Steven Rosenthal of the U.S. Food and Drug Administration. As Rosenthal's warning suggests, we must be prepared to deal with the threat of smallpox. Smallpox is a deadly disease, but vaccination dealt with it in the past and will do so again.

   Today, I will give you information that will help you understand the current situation with regard to smallpox. We'll focus on the smallpox threat, the smallpox virus, and the smallpox vaccine.

2. Supply the specific purpose, central idea and pattern of organization for a speech with the following main points:

   Specific Purpose:

   Central Idea:

   Pattern of Organization:

   Main Points:
   I. The first step in making red wine is harvesting the grapes.
   II. The second step in making red wine is preparing the grapes.
   III. The third step in making red wine is fermenting the grapes.
   IV. The fourth step in making red wine is pressing the grapes.
   V. The fifth step in making red wine is aging the wine.
3. In the left-hand column below is a blank portion of a preparation outline for an informative speech on maple syrup. In the right-hand column, arranged in random order, are a main point, two subpoints, and two sub-subpoints. Use them to fill in the outline.

<table>
<thead>
<tr>
<th>Outline</th>
<th>Main Point and Subpoints</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td>It also requires less time and labor.</td>
</tr>
<tr>
<td>A.</td>
<td>In the modern method, sap is collected through a system of pipelines.</td>
</tr>
<tr>
<td>B.</td>
<td>The pipeline method yields more sap than the bucket method.</td>
</tr>
<tr>
<td>1.</td>
<td>In the traditional method, sap is collected in buckets.</td>
</tr>
<tr>
<td>2.</td>
<td>There are two major methods of collecting sap from maple trees.</td>
</tr>
</tbody>
</table>

4. List five measures you can take to help control your nervousness when giving a speech.
1) 
2) 
3) 
4) 
5)
1. Students' answers will vary.

2. General Purpose: To inform

   Specific Purpose: To inform my audience of the basic steps in making red wine.

   Central Idea: There are five basic steps in making red wine: harvesting the grapes, preparing the grapes, fermenting the grapes, pressing the grapes, and aging the wine.

   Main Points:
   I. The first step in making red wine is harvesting the grapes.
   II. The second step in making red wine is preparing the grapes.
   III. The third step in making red wine is fermenting the grapes.
   IV. The fourth step in making red wine is pressing the grapes.
   V. The fifth step in making red wine is aging the wine.

3. Discussion: When filled in, the outline should look like this:

   I. There are two major methods of collecting sap from maple trees.
      A. In the traditional method, sap is collected in buckets.
      B. In the modern method, sap is collected through a system of pipelines.
         1. The pipeline method yields more sap than the traditional method.
         2. It also requires less time and labor.

4. Major methods of controlling stage fright mentioned in the chapter are:

   Acquire speaking experience.
   Prepare thoroughly for every speech.
   Think positively about your speech.
   Use the power of visualization.
   Know that your nervousness is not visible to the audience.
   Don't expect perfection.
   Other methods mentioned in the chapter are:
   Be at your best physically and mentally.
   Quietly flex and relax your muscles while waiting to speak.
   Take a couple of deep breaths before starting to speak.
   Work especially hard on your introduction.
   Make eye contact with members of the audience.
   Concentrate on communicating with the audience.
   Use visual aids.