

## ENG201 Quiz 1, Question # 1:

**In order to create trust and establish credibility with a reader with whom you have had past negative experience, include extensive explanations of your conclusions and recommendations in the document.**

Select the correct option:

- False
- **True**

ENG201 Quiz 1, Question # 2:

**Which of the following should be the ultimate goal of persuasive speaking?**

Select the correct option:

- To reinforce the attitudes, beliefs, and values an audience already holds
- To inoculate an audience against counter persuasion
- To change attitudes & motivate an audience to act
- **All of the above**

ENG201 Quiz 1, Question # 3:

**In short, your resume is an argument whose purpose is to \_\_\_\_\_ your readers to hire you.**

Select the correct option:

- restrain
- restrict
- Limit
- **convince-**

ENG201 Quiz 1, Question # 4:

**The key to successful communications is to make the reader feel that the most important person in our business relationship is the \_\_\_\_\_.**

Select the correct option:

- reader
- **writer**
- producer
- none of above

ENG201 Quiz 1, Question # 5:

**A \_\_\_ resume emphasizes the functions and tasks the applicant can perform.**

Select the correct option:

- **functional-**
- conventional
- nonconventional
- professional

ENG201 Quiz 1, Question # 6:

**Phantom readers are called \_\_\_\_\_ readers.**

Select the correct option:

- fake
- **unnamed**
- named
- original

ENG201 Quiz 1, Question # 7:

\_\_\_\_\_ **accuracy depends on the writer's conceptual mastery of the subject and its vocabulary, as well as on his or her ability to analyze and shape data with a minimum of distortion.**

Select the correct option:

- Stylistic
- Document
- **Technical**
- Grammatical

ENG201 Quiz 1, Question # 8:

\_\_\_\_\_ **accuracy refers to the proper coverage of your topics in appropriate detail.**

Select the correct option:

- **Document**
- Stylistic
- Technical
- All of the above

ENG201 Quiz 1, Question # 9:

\_\_\_\_\_ **possess extensive knowledge about a field in general, but might be unfamiliar with particular technical terms, or specific equipment related to your subject matter.**

Select the correct option:

- specific experts
- **general experts**
- subject specialists
- None of the above

ENG201 Quiz 1, Question # 10:

**Howard could not \_\_\_\_\_ the job.**

Select the correct option:

- except
- **accept**