

Presentation Skills Training Practice Test Questions and Answers

1. What is the most effective way to begin a presentation?

- A) Start with detailed technical information
- B) Open with a compelling hook, question, or story that engages the audience
- C) Begin by reading directly from notes
- D) Start with an apology for being nervous

2. According to the 7-38-55 rule of communication, what percentage of communication impact comes from body language?

- A) 7%
- B) 55%
- C) 38%
- D) 93%

3. What is the recommended approach for handling difficult questions during a presentation?

- A) Ignore the question and move on
- B) Listen carefully, acknowledge the question, and provide a thoughtful response or offer to follow up
- C) Become defensive and argue with the questioner
- D) Make up an answer if you don't know

4. What is the optimal number of main points to include in a typical business presentation?

- A) 1-2 points
- B) 3-5 points
- C) 7-10 points
- D) As many as possible

Answers: 1-B 2-B 3-B 4-B

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