

Name: _____ Date: _____



Chapter 2 Review

Test Your Knowledge

Part 1: True or False

Instructions

Read each statement below, then select True or False.

1. Informal language is conveying messages using established codes of conduct, known as etiquette.
True False
2. Effective communication using Standard English makes it possible to coordinate action.
True False
3. Listening means hearing what is being said, making sense of the message, and responding appropriately.
True False
4. Nonverbal communication uses spoken language to transmit a message through listening and speaking.
True False
5. Examples of visual communication include tables, charts, graphs, images, illustrations, and maps.
True False
6. Syntactic means rules of language use, including being able to appropriately speak in different contexts, such as conversational and formal.
True False
7. Communication can flow upward from lower levels of an organization to upper levels, horizontally from equal levels, or downward from upper levels to lower levels. This is known as communication management.
True False
8. Body language is the gestures, movements, and mannerisms by which a person communicates with others.
True False
9. Morphemes are the smallest units of meaning that when combined make up other words.
True False
10. A scientist writing a report on a recent experiment will use informal language to describe the processes and findings.
True False

