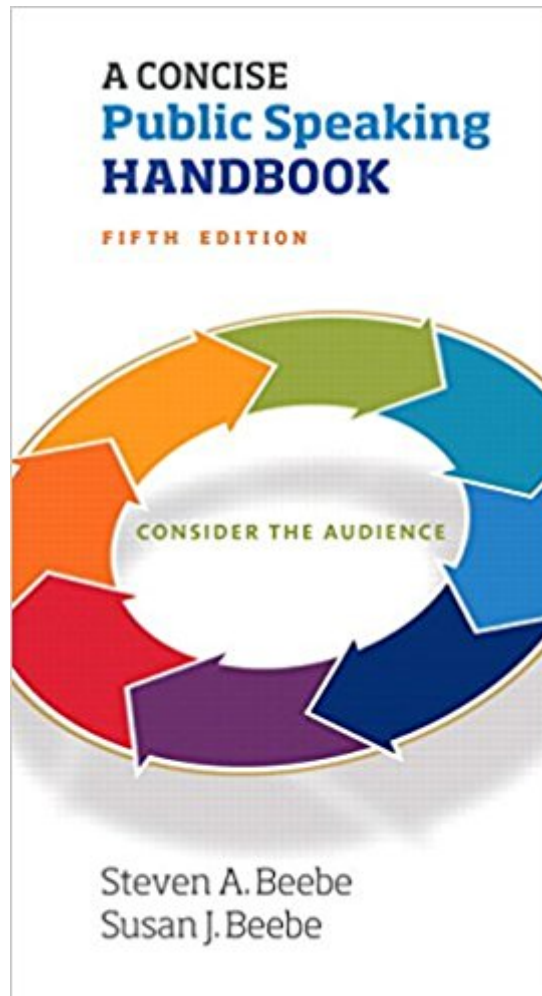




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A Concise Public Speaking Handbook (5th Edition)



Synopsis

For courses in Public Speaking An audience-centered approach to public speaking in a concise reference format A Concise Public Speaking Handbook emphasizes the importance of analyzing and considering the audience at every point in the speech-making process. Using a concise reference format that facilitates quick and easy access to key information, authors Steven and Susan Beebe present a balance of theory and practice to guide students on how to enhance their public speaking skills. By focusing student attention on the dynamics of diverse audiences, ethics, and communication apprehension, the text narrows the gap between the classroom and the real world. The Fifth Edition includes fresh examples throughout to ensure that content is relatable and engaging for students. A Concise Public Speaking Handbook, Fifth Edition is also available via Revel, an interactive learning environment that enables students to read, practice, and study in one continuous experience.

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Customer Reviews

Public Speaking Handbook, 1/e Steven A. Beebe and Susan J. Beebe, both of Texas State University- San Marcos Adapted from the authors' top-selling public speaking text, Public Speaking Handbook provides a unique, audience-centered approach in a student-friendly reference format, allowing students to access information quickly and easily. Public Speaking Handbook brings theory and practice together in an understandable and applicable manner. Its distinctive and popular approach emphasizes the importance of analyzing and considering the audience at every point along the way. Features Written by well-known authors. Steven A. Beebe and Susan J. Beebe

have authored several best-selling communication texts, including their widely-used public speaking text. Praised for their accessible content, student-friendly writing style, and audience-centered focus, these experienced authors help make this public speaking handbook the best of its kind available today. Easy-to-use, reference format allows students to retrieve information quickly. Tabbed dividers enable students to access chapters quickly, while the spiral binding makes working with the text easy. Unique, audience-centered approach, introduced in the Beebes' original text, emphasizes the importance of considering the audience at all stages of the public speaking process. The audience-centered model, accompanying each tabbed divider, reminds students of the steps involved in speech preparation and delivery, while simultaneously emphasizing the ongoing process of analyzing and adapting to listeners. TECHNOLOGY ADVANTAGE#151; MySpeechLab is a state-of-the-art, interactive and instructive solution for introductory public speaking. Designed to be used as a supplement to a traditional lecture course, or to completely administer an online course, MySpeechLab combines an E-book, multimedia, video clips, speech preparation activities, research support, tests and quizzes to completely engage students. (See www.myspeechlab.com for further details.) Extensive coverage of tips and principles for using PowerPoint and new technology (Ch. 18) effectively and appropriately support students as they learn how to effectively use visual aids in their presentations. --This text refers to an out of print or unavailable edition of this title.

Steven A. Beebe is Regents' Professor and University Distinguished Professor in the Department of Communication Studies at Texas State University. He served as Chair of his department at Texas State for twenty-eight years and concurrently as Associate Dean for twenty-five years. Steve is the author or co-author of twelve widely used communication books, most of which have been through multiple editions (including Russian and Chinese editions), as well as numerous articles, book chapters, and conference presentations. He has been a Visiting Scholar at both Oxford University and Cambridge University in England. He made international headlines when conducting research at Oxford; he discovered a manuscript that was the partial opening chapter of a book that was to be co-authored with J. R. R. Tolkien and C. S. Lewis called *Language and Human Nature*. Steve has traveled widely in Europe and Asia, and has played a leadership role in establishing new communication curricula in Russian universities. He has received his university's highest awards for research and twice for service, has been recognized as Honors Professor of the year, and was named Outstanding Communication Professor by the National Speaker's Association. In 2013 he served as President of the National Communication Association, the largest

professional communication association in the world. His passions include his family and a lifelong love of music; he is a pianist and organist and a struggling cellist. Susan J. Beebe's professional interests and expertise encompass both oral and written communication. Sue has co-authored three books and has published a number of articles and teaching materials in both English and communication studies. She has received the Texas State University Presidential Awards for Excellence in Teaching and in Service and the College of Liberal Arts Awards for Excellence in Scholarly/Creative Activities, in Teaching, and in Service. After serving as Director of Lower-Division Studies in English for eleven years, Sue retired in 2014 from the Department of English at Texas State. An active volunteer in the community of San Marcos, Texas, Sue was the founding coordinator of the San Marcos Volunteers in Public Schools Program and has served on the San Marcos School Board and the Education Foundation Board. In 1993 she was named the statewide Friend of Education by the Texas Classroom Teachers' Association; in 2000 the San Marcos school district presented her with its Lifetime Achievement Award. Sue enjoys reading, traveling, and caring for the Beebe family cats, Luke and Bouncer. Sue and Steve have two sons: Mark, a graduate of Rice University; and Matt, a graduate of Southwestern University and a middle school teacher in nearby Austin.

This book worked great for the class i am taking online. It was less than half the price of the actual book and when opened i could search for key words and be taken there in an instant instead of flipping through a book. I saw alot of reviewers stating something about not getting to see graphs but i had no such problems. Everything that was on my quizzes for the class were easy to find in the book.

This book is fabulous ! After ordering this for my daughter's college class, she began speaking like an authoritative politician :-) Seriously, it was a great book for an A for my fabulous daughter's college class. She now "public speaks" around the house and "learns me". Joking aside, great book. I didn't have to read it, I saw the results in action !

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I bought this book at because it is about \$10 cheaper than the university bookstore !! It is required for us to get this book for one of the classes at the university. So far I think is a good book for the people who wants to be perfect at presenting or those who have issues while presenting and want to solve them.

Used for a COM class at CGCC, worked great! And definitely better than spending the money buying new. Very easy read.

What. I had to get this for my speech class but it was missing a ton of chapters so I had nothing to read for half the semester. I can't even give it to another student because this isn't the complete 4th edition so I threw it in the garbage.

Everything you need for basic essentials on public speaking. It helps you get better not just as a public speaker but as a communicator because it points out small things you can read and identify when your communicating to help you be better at it.

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