

Name:

Roll No:

Class: Section:

Date:

WORKSHEET

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MORE ON MS POWERPOINT 2010

Chapter-3

A. Define the following:

1. Presentation -
2. PowerPoint -
3. Transition -

B. Tick (✓) the correct option.

1. Which of the following tabs is used to add transition to a presentation?
 - a. Animation
 - b. Transition
 - c. Design
 - d. Format
2. Which of the following command is used to start slide show from the beginning?
 - a. From Beginning
 - b. From Current Slide
 - c. From End
 - d. None of these
3. helps in giving a moving effect to the text and other objects on a slide.
 - a. Transition
 - b. Theme
 - c. Animation
 - d. All of these
4. Which of the following options is used to start an animation?
 - a. On mouse click
 - b. After previous
 - c. With previous
 - d. All of these
5. We can apply a transition effect to all the slides by clicking on the button.
 - a. Apply To All
 - b. Notification Area
 - c. Icon
 - d. Start button

C. Write the steps to add a video to the presentation

- Step 1
- Step 2
- Step 3

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