

Name:

Roll No:

Class: Section:

Date:

FORMATTING A PRESENTATION

Chapter-3

A. Tick (✓) the correct option.

- Which of the following is not a SmartArt?

a. Cycle	☐	b. Slide	☐	c. Pyramid	☐
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- Themes group is present under tab.

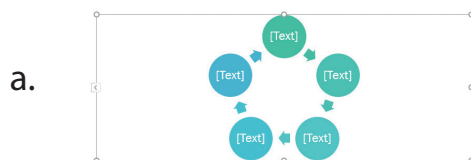
a. Design	☐	b. Insert	☐	c. View	☐
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- Shortcut key to create a new presentation is

a. Ctrl + P	☐	b. Ctrl + M	☐	c. Ctrl + N	☐
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B. Rearrange the letters.

- EMTHES □□□□□□
- SDELI SRETMA □□□□□□ □□□□□□
- DEINTGRA □□□□□□□□
- TRASMART □□□□□□□□
- RENPATT □□□□□□□□

C. Identify the following pictures and write their names.



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