

Worksheet

Name:

Roll No: Class: Section:

Date:

EFFECTS IN PRESENTATION

Chapter-5

1. Guess who am I?

- (a) I am a feature in Impress that enables to set timings between the display of the content or objects of the slides and also enables to apply different whirling effects to animate the object.
- (b) I am a feature that enables to set the style of display of the slides during the entry of the presentation.
- (c) I am the process of combining of objects/pictures on a slide.
- (d) I am a view that enables to add reference to the slides in a presentation.
- (e) I am a shortcut key to print a presentation.

2. Answer the following questions:

- (a) What are Handouts?
- (b) What is Rehearse Timings in a presentation?
- (c) What is Animation?
- (d) Write the steps to insert a table in an Impress presentation?
- (e) Which option is used to insert a video on a slide?
- (f) What are charts?

3. State whether the following statements are true or false:

- (a) We cannot change the type of a chart once it is inserted on a slide.
- (b) The duration of time for the display of a slide can be set either automatically or through clicking the mouse.
- (c) It is not possible to set the timings between the display of slides in Impress.
- (d) We cannot ungroup objects once they are grouped.
- (e) By default, thumbnails of six (6) slides are accommodated in a sheet of A4 size paper.

4. Application based questions.

- (a) Your teacher has asked you and Sonal to submit a presentation on your English project. Sonal has created the presentation, but she has left two topics to include: Summary and Bibliography. How can you add these two slides into the presentation?
- (b) Rahul has created a slide show for his Science project. He has made three slides which have contents of varying importance. He wants to display the first slide just for 2 seconds, the second slide for 5 seconds, and third slide, being a diagram, needs 15 seconds. Which feature he should use to do so?