

# Worksheet

Name: .....

Roll No: ..... Class: ..... Section: .....

Date: .....

## MORE ON MS POWERPOINT 2010

### Chapter-5

#### A. Tick (✓) the correct option.

- Which of these is a library of ready-made pictures and graphics?  
a. ClipArt ☐ b. WordArt ☐ c. Animation ☐
- Arrangement of text, graphics, images, etc., in a slide is called .....  
a. Animation ☐ b. Slide Layout ☐ c. ClipArt ☐
- Which of the following view shows the miniature version of the slides?  
a. Slide Sorter View ☐ b. Outline View ☐ c. Notes Page ☐
- Which of the following diagram is used when information is about proportional relationships?  
a. Matrix ☐ b. Pyramid ☐ c. Relationship ☐

#### B. Write 'T' for true and 'F' for false.

- You cannot insert downloaded images in a slide. ....
- You cannot change the WordArt font. ....
- In Normal View, you can see the slide, the outline and the notes pane box. ....
- You can write notes in the notes pane. ....

#### D. Name the following file icons:

-  .....
-  .....
-  .....