

Worksheet

Name:

Roll No: Class: Section:

Date:

CUSTOMIZING SLIDES IN LIBREOFFICE IMPRESS

Chapter-5

A. Tick (✓) the correct option.

1. is a library of ClipArts and images
 a. Gallery ☐ b. WordArt ☐ c. Animation ☐
2. Arrangement of text, graphics, images, etc., in a slide is called
 a. Animation ☐ b. Slide Layout ☐ c. ClipArt ☐
3. The view that shows the miniature version of the slides is
 a. Slide Sorter View ☐ b. Outline View ☐ c. Notes Page ☐
4. To insert a ClipArt, click on icon from the Drawing Toolbar.
 a. Picture ☐ b. Gallery ☐ c. ClipArt ☐

B. Write 'T' for True and 'F' for False.

1. You cannot insert downloaded images in a slide.
2. The default slide layout is the Title Slide.
3. In Normal View, you can see the slide, the outline and the notes pane box.
4. You can type notes in the notes pane.
5. The Fontwork option is found under the help menu.
6. You can resize the image using the image size handlers.
7. You cannot set an image as slide background.
8. Working Area displays a large view of the current slide.