

Worksheet

2

Name:

Roll No: Class: Section:

Date:

PRESENTATION SOFTWARE—SPECIAL EFFECTS

Chapter-5

A. Find six words related to presentation in the given grid.

W	C	L	I	P	A	R	T	I	T
O	S	N	E	A	W	N	C	F	O
R	H	O	T	E	O	D	O	O	D
D	A	C	K	G	R	O	U	N	P
A	P	X	B	R	M	N	U	T	L
R	E	I	N	E	A	T	M	T	M
T	S	O	N	E	A	E	N	E	N
H	T	E	M	P	L	A	T	E	S

B. Answer the following questions:

1. Define Placeholder.

.....

.....

2. What do you mean by templates?

.....

.....

3. Name the different types of alignment.

.....

.....

4. What do you mean by Theme Backgrounds? Write steps to insert a WordArt on the slide.

.....

.....