

Worksheet

2

Name:


Roll No: Class: Section:

Date:

MANAGING SLIDES IN MS POWERPOINT 2010

Chapter-6

A. Identify the icons and name them.

1. 
2. 
3. 

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

1. A presentation is made up of multiple slides.
2. Slide Show view displays miniatures of your slides.
3. We cannot change the font of the Word Art.
4. MS PowerPoint 2010 is a graphic presentation software.

C. Answer the following questions:

1. What is slide layout?
.....
2. In which view can you change the slide layout?
.....
3. What is ClipArt?
.....