# Worksheet

## MANAGING SLIDES IN MS POWER POINT 2010

**Chapter-6**

**A.** **Tick (✓) the correct option.**

1. Which of these is a library of ready-made pictures and graphics?

   a. ClipArt ⬜    b. WordArt ⬜    c. Animation ⬜

2. Arrangement of text, graphics, images, etc., in a slide is called ...................... .

   a. Animation ⬜    b. Slide Layout ⬜    c. ClipArt ⬜

3. Which of the following task can be performed on objects in a slide?

   a. Rotating ⬜    b. Moving ⬜    c. Both of these ⬜

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

1. You can insert downloaded images in a slide. .............

2. In Powerpoint, cycle diagrams should be used to show relationship ............. of senior and junior like principal, teacher, student etc.

3. In Normal View, you can see the slide, the outline and the notes pane box. .............

4. You can write notes in the notes pane. .............

**C.** **Name the following file icons:**

1.  ....................

2.  ....................

3.  ....................

**Class -5**

Grade: ⭐ ⭐ ⭐ ⭐ ⭐

Teacher's Signature: ............................