

Worksheet

Name:

Roll No: Class: Section:

Date:

ADVANCED FEATURES OF POWERPOINT 2010

Chapter-4

A. Tick (✓) the correct option.

1. Which of the following is not a printing option?

a. Print All Presentations ☐

b. Print Selection ☐

c. Print Current Slide ☐

2. are built -in shapes which you can add to your slides.

a. Action buttons ☐

b. Themes ☐

c. Video ☐

3. Media group is present under which tab?

a. Insert ☐

b. View ☐

c. Review ☐

B. Write the names of following Action buttons.

1.    

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2.    

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3.    

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4.    

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C. Rearrange the following words:

1. IOUDA

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b. ORDREC

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c. ODEIV

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d. EDIMA

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e. HAPESS

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