

Worksheet

1

Name:

Roll No: Class: Section:

Date:

ADVANCED FEATURES OF POWERPOINT 2016

Chapter-2

A. Tick (✓) the correct option.

1. Slide transition can be defined as of one slide after another.

a. Movement

☐

b. Deletion

☐

c. Creation

☐

d. None of these

☐

2. Animation is used to hold the of audience.

a. attendance

☐

b. absence

☐

c. attention

☐

d. feelings

☐

3. Which button can be used to move from one slide to another and play media files?

a. Action

☐

b. Play

☐

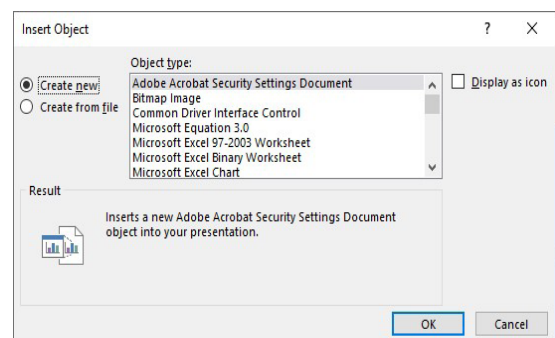
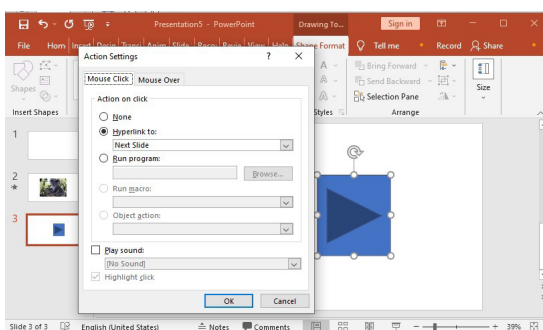
c. Close

☐

d. None of these

☐

B. Identify the following Dialog boxes:



1.

2.