

Worksheet







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Name: .....  
Roll No: ..... Class: ..... Section: .....  
Date: .....

**ANIMATIONS AND TRANSITIONS IN POWERPOINT 2016**

**Chapter-4**

**A. Tick (✓) the correct option.**

- Which of these is not an animation effect in PowerPoint 2016?  
 a.        b.        c. 
- Which of these is not a transition effect in PowerPoint 2016?  
 a.        b.        c. 
- Which of these is not a sub-option in the advance slide option?  
 a. On Mouse Click       b. After       c. Before
- Where is the Animation pane option located?  
 a. Insert tab       b. Design tab       c. Animation tab

**B. Fill in the blanks using the hints given below.**

**Hints:** SmartArt, Animation, Emphasis, Three

- ..... is the visual effect you apply to the slides.
- PowerPoint has ..... categories of transition.
- ..... are some in-built shapes which you can add to your slides.
- ..... category is used to highlight the key points in a presentation.

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

- PowerPoint has three categories of transition effects. ....
- The way one slide follows the other on the screen in a presentation is called transition. ....
- Animations are special visual effects that you add to text and different objects on a slide. ....
- The Exciting transition effects are strong transition effects. ....