

WORK SHEET OF COMPUTER SCIENCE

Q1. Make a presentation "SAVE ENVIRONMENT" using Slide layout as "TITLE and CONTENT" with Slide Design as "OCEAN". PowerPoint Presentation must include the formatting Effects and any two Animation Effects.

Q2. Fill in the Blanks:

- 1..... is a structured process of information.
- 2..... gives us the view of the whole presentation.
3. To End a slide show..... Key is used.
4. To insert a new slide..... is used.
- 5..... takes us to the End of the presentation.

Q3. Short Answer Questions:

Q1. What is MS-PowerPoint? What is it used for?

.....

.....

.....

Q2. What is a Slide?

.....

.....

Q3. Name the three main views which are present in PowerPoint?

.....

.....