

**Part-4**  
**Class-6**  
**Text questions**  
**Chapter-4 : More On MS PowerPoint 2007**

**Multiple Choice questions**

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1. \_\_\_\_ is a structured delivery of information..  
(a) **Presentation**                      (b) Slide                      (c) Design template
2. \_\_\_\_ view gives on-screen presentation.  
(a) **Slide Show**                      (b) Slide Sorter                      (c) Outline
3. A \_\_\_\_ represents a page in a presentation.  
(a) placeholder                      (b) view                      (c) **slide**

**Exercises**

**A. Multiple Choice Questions**

1. \_\_\_\_ is not a presentation software.  
(a) Harvard Graphics                      (b) MS PowerPoint                      (c) **Paint**
2. Dotted rectangle to add text or table is a \_\_\_\_.  
(a) slide                      (b) task pane                      (c) **placeholder**
3. \_\_\_\_ is the method of arranging things and objects on a slide.  
(a) Theme                      (b) Template                      (c) **Layout**
4. To end a slide show, \_\_\_\_ key is used.  
(a) **Esc**                      (b) Enter                      (c) Ctrl + End

**B. Quiz**

- Q1. Which view is used to create summary slides or main points?
- Q2. What are the three main views in PowerPoint?
- Q3. Name any three slide layouts in PowerPoint.

**C. Very Short Answer Questions**

- Q1. What is a slide?
- Q2. What is a template?
- Q3. Name the five different ways to create a new presentation in MS PowerPoint 2007.

**D. Short Answer Question**

- Q1. What are Installed Themes?
- Q2. Write the steps to change the layout of a slide.

**E. Long Answer Questions**

- Q1. List two differences between Slide Sorter view and Slide Show view.