# **REVISION WORKSHEET FOR SA1 (SESSION 2013-14)**

### CLASS - V SUBJECT-COMPUTER

_		_	_			
Α.	-:::		the	I_ I		
^		ın	TηΔ	nı	วท	ve:
<b>—</b>			1115		<i>a</i>	N.J.

1.	PowerPoint helps in creating
2.	RAM is a memory.
3.	is a place where we can find number of clips.
4.	All the graphics are available in tab.
5.	is a temporary storage area which stores the copied or cut text

#### B. True or false:

- 1. PowerPoint is not the application of multimedia.
- 2. Normal view is the default view.
- 3. Slide show view is the full screen view of a slide.
- 4. Templates are not the pre-defined styles or designs which are present in the system.
- 5. Placeholders cannot hold objects such as text, clip art etc.

### C. Brief Answers:

- 1. What is the use of USB?
- 2. Name one feature of a DVD.
- 3. Name two presentation software.

# D. Shortcut keys:

- 1. To open a document
- 2. To pause the slide show
- 3. To redo the last action.

## E. Long Answers:

- 1. What do you mean by duplicating a slide?
- 2. Write the steps to create a New presentation using templates.

### F. Definition

- 1. Ribbon
- 2. Quick Access toolbar
- 3. Spreadsheet software

### G. Label the PowerPoint window:

