



## **SECTION –B**

### **Q2. Very Short Answers:-**

1. How many types of views are available in Microsoft PowerPoint 2010?
2. Name the button that is used for adding a new slide to a presentation.
3. What is Resizing?
4. What is the full form of BCC?
5. What is Text Box?

## **SECTION C**

### **Q3. Short Answers:-**

1. What is Internet? What are the steps to fill colour in a Shape object?
2. Briefly explain the WordArt feature.
3. What is ISP?
4. Differentiate between Rotating and Resizing objects.
5. What do you mean by Placeholders?
6. What is Hotmail?

## **SECTION D**

### **Q4. Long Answers:-**

1. Explain the term Search Engine. Give two examples.
2. Explain the Shapes feature and the procedure to insert a shape in a slide.
3. What do you understand by PowerPoint? Explain its features.

**DELHI PUBLIC SCHOOL, JAMMU**  
**ASSIGNMENT SHEET (FINAL EXAMINATION)**  
**SESSION ( 2018-2019)**

**Topic:(L-7 Microsoft PowerPoint 2010, L-8 Slide Organisation in PowerPoint and L-12 (Internet and E-mail)**

**CLASS –V**

**SUBJECT- COMPUTER**

**Q - Answer the following questions:-**

1. What are the steps to create a shortcut of Microsoft Powerpoint on the desktop?
2. Write the shortcut keys for the following:- New , Save, Open , New slide, Print, Duplicate slide
3. What are Placeholders?
4. What are the steps to close a presentation?
5. What are the steps to exit Powerpoint?
6. What are themes?
7. What are smartarts?
8. What is Presentation?
9. How can we hide the ribbon?
10. Difference between Normal View and Slide Sorter View.
11. How can we add any tool or menu on the Ribbon?
12. What are the steps to fill colour in a shape object?
13. What is Flipping?
14. How can we insert a text in a shape?
15. What is ISP?
16. What is Home page?
17. What is Hotmail?
18. Who is Paul Buchheit?
19. What are Links?
20. What is Google?