

REVISION WORKSHEET FOR SA1 (SESSION 2013-14)

CLASS – V SUBJECT-COMPUTER

A. Fill in the blanks:

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:

