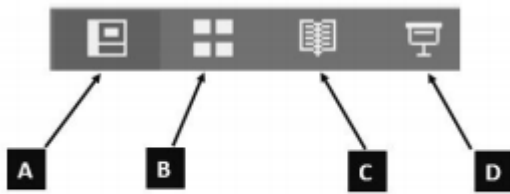




1. Write down two characteristics of good quality presentation.
2. Following are some of the icons in view Tab of MS Power point software. Write the names of icons labeled as A, B, C and D from the bracket.
(reading view, slide show, slide sorter, normal view)



3. Below are some slides that used to create electronic presentation. What is the facility of an electronic presentation software can be used to change the content arrangement of a slide from 1 to figure 2.



figure 01



figure 02

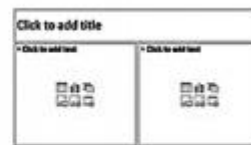


figure 03

4. Write four different multimedia tools which can be included into a slide when creating an electronic presentation.