INOCENCIO SCHOOL Montessori Playschool
INOCENCIO INTEGRATED SCHOOL
"That every child finds joy and love for learning."
#1080 Dona Andrea I Subd., Bernal St. Rosario, Pasig City
Contact nos.: 6407337 / 6402009

FIRST LONG TEST
COMPUTER 6
Prepared by: Mr. Jenno E. Benigay

Name: _____ **Score:**_____
Grade and Section:_____ **Date:** _____

You just only have 1 hour to finish this test. This test consists of 40 items. Please read the instructions very carefully before answering. After answering kindly review your answer before you submit your paper. Please make your handwriting clear and free from any erasures. Thank You!

I. Identify the New Features in MS PowerPoint 2016. Write your answer on the space before each number.

•Simple Sharing	•Tell Me	•Ink Equations	•Morph Transition	•Ink Annotation
•Smart Lookup	•Screen Recording	•New Charts	•Black Theme	•Text Highlighter

_____1. A design tool to emphasize certain portions of text in your presentations.

_____2. Can use pen or ink to write in different ink styles to make notes, highlight text portions etc.

_____3. The new theme of MS PowerPoint.

_____4. Brand new transition type in PowerPoint 2016.

_____5. PowerPoint has six new _____ that can be used in creating your workbook.

_____6. It converts your handwritten equations to text.

_____7. You can insert portions of your captured _____ in your presentation in a seamless process.

_____8. Located on the right side of the Ribbon Menu.

_____9. Having the internet on speed dial.

_____10. Uses SharePoint or OneDrive.

II. Write SUGOI if the statement is correct and NANI if it is not.

_____11. You can add and delete presentation slide using the Quick Access Toolbar.

_____12. All tabs in the PowerPoint program are active at the same time

_____13. The Home Menu Tab is also known as the Backstage View.

_____14. You can zoom in and zoom out the slide using the Status Bar.

_____15. MS PowerPoint 2016 was released in September 2016.

III. Enumerate the TABS in MS PowerPoint 2016.

16.	21.
17.	22.
18.	23.
19.	24.
20.	25.

IV. Practical. (15pts)

A. **The students will do the following during their computer class.**
   1. **Open the MS PowerPoint using:**
      a. **Start button**
      b. **Cortana**
      c. **Recent Apps**
      d. **Task Bar**
   2. **Change the PowerPoint Theme to Black Theme.**
   3. **Change the PowerPoint Office Background, choose from the list of background like calligraphy, circuits, stars and many more.**

Rubrics

	5	3	1
Speed	Able to do it within 5 mins	Able to do it within 5-10 mins	Able to do it within 10-15mins
Independence	Able to finish independently	Able to work finish with a slight assistance	Able to finish with multiple assistance
Activity Completion	Diligent about completing the practical with no errors	Diligent about completing the practical with few errors	Complete little part of the practical with multiple errors

END OF EXAM