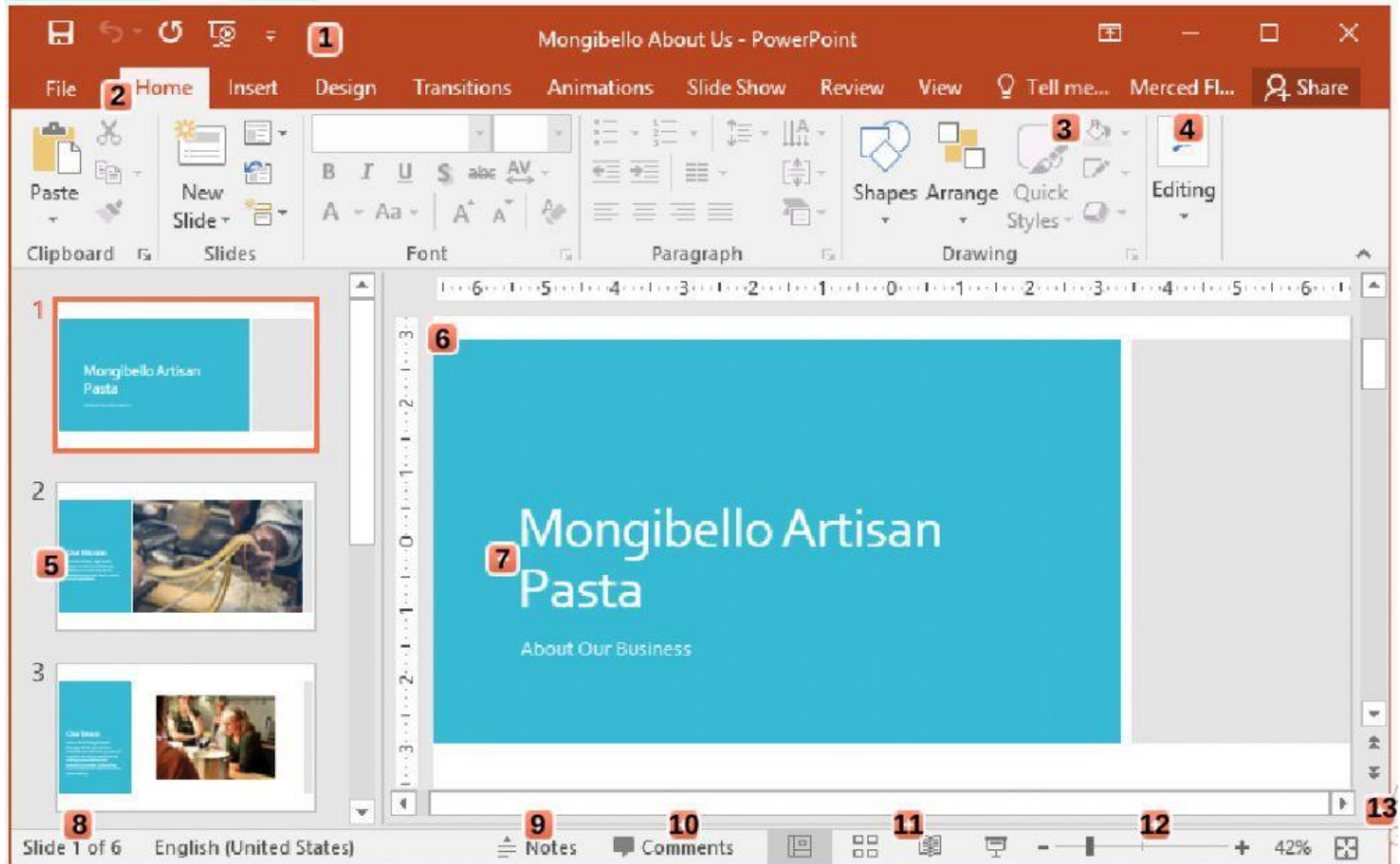


UNIT 4: PRESENTATION MS POWERPOINT WINDOW



Yr Level:	Subject: ICT	Unit:	
Name :		Date:	

1. Label the parts of MS PowerPoint window.



1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.

Choose your answer from the WORD BANK.

WORD BANK

- Ruler
- Quick Access Toolbar
- Tell me
- Slide view options
- Slide navigation pane
- Zoom control
- Slide Number Indicator
- Scroll bars
- Ribbon
- Microsoft account
- Comments
- Slide Pane
- Notes

2. Rearrange accordingly the following instructions on how to open Microsoft PowerPoint.

I click on **All Programs**.

I click on Microsoft Office PowerPoint 2007.

I click on Microsoft Office.

I click on the **Start** button.

Write the correct sequence below.

Step 1

Step 2

Step 3

Step 4