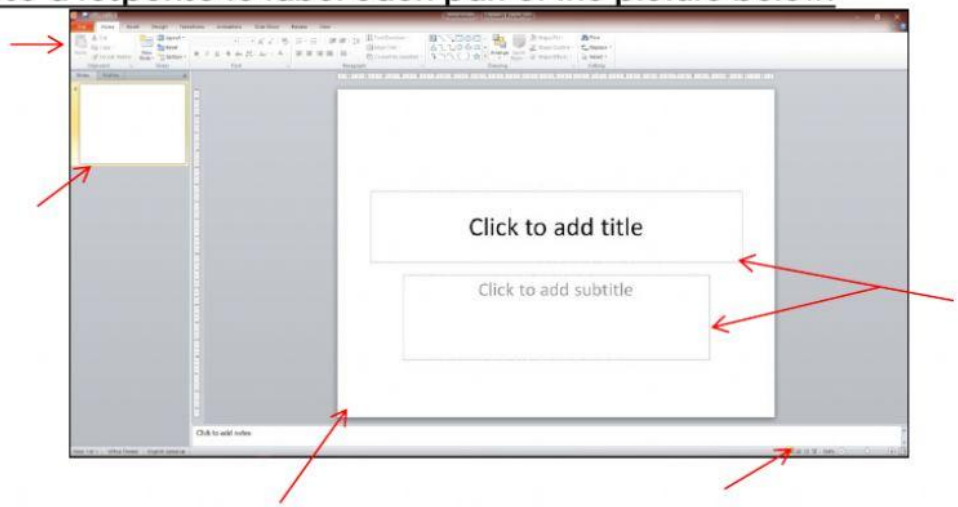
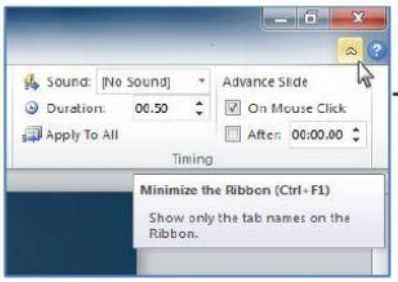
Name: _____ Grade: _____

Choose a response to label each part of the picture below.



Choose a response to answer each question.

1. PowerPoint is a type of _____ software.
2. Each tab on the Ribbon is organized into related groups of commands and tools. _____
3. To make changes to the look of your PowerPoint presentation you should use the _____ tab.
4. The File tab contains the _____.
5. In the Backstage View is where to can _____ your presentation.
6. In the picture below, what is the use of the button the arrow is pointing at?  _____.

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7. The arrow points at the _____. 

8. You can erase a place holder by: _____.

9. Duplicate a slide by _____.

10. How do you add a section? _____.

11. You **cannot** drag and drop slides into new positions in your slide show. _____

12. PowerPoint is the only presentation software in the world. _____

13. If you click in the position of the arrow in this picture, what should happen? 

_____

14. What does the Layout button do? 

_____

15. B, I, U is used on text only. _____

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