

NATIONAL INSTITUTE OF OPEN SCHOOLING

SENIOR SECONDARY COURSE

Lesson 9: Creating Presentation

Worksheet 9

1. What are the different views available in the presentation software? Explain them.
2. Mohan is designing a presentation on the topic “The Pandemic”. He wants to add one slide which shows the comparison list. Suggest the steps to do add a slide with comparison list.
3. The Cultural team of “XXX School “ wanted to conduct a health awareness program for the students of their School on the topic “ **Health is Wealth. Yoga Shows the Way**”. Mr. Suresh, Cultural Head wants to create a Power point Presentation for it. Help Suresh to prepare a presentation with the specifications given below:-
  - a. Create slides to insert the content of various Asanas & their benefits. The slide should be depicted along with an appropriate posture of the Asanas.
  - b. Use Animations to make it more interesting and effective.
  - c. Set Sound, Speed and time for each slide.
  - d. Current date should appear at the bottom of each slide.
  - e. Add notes to the slides.
  - f. Help Suresh to save the presentation as a Web Page too.
4. Create a PowerPoint presentation on Solar Energy. It must include the following (one slide each):
  - (i) What is Solar Energy?
  - (ii) Why should we opt for solar energy?
  - (iii) Home appliances which can run on solar energy
  - (iv) Cost of different home appliances that can run on solar energy
5. Utkarsh created a PowerPoint presentation to conduct a quiz on States of India and their Capitals. All his slides contain multiple choice questions in text form. Now he wants to make some improvements in the presentation. You have to help him by writing the steps to do the following:
  - (i) Insert maps of states in some slides.
  - (ii) Set timings for certain slides so that a question appears only for a limited time.
  - (iii) During the slide show slides appear with some animation.
  - (iv) Current date appears at the bottom of each slide.

6. Sumedha created a PowerPoint presentation on how citizens can mend their behavior for the betterment of the society. She included the concepts like using dustbins and not littering the roads, obeying traffic signals, not indulging into road rage etc. All these slides contain images and text. Now she wants to make some changes in the presentation. You have to help her by writing the steps to do the following:

- (i) Insert videos in certain slides.
- (ii) Set timings for slides so that slide show continues automatically.
- (iii) Apply a theme to the presentation.
- (iv) Print the slides (4 slides per page).

7. Lakshay wants to show his organization structure in a presentation. What feature of PowerPoint presentation software he has to use now? How can he add the organization structure in his slides?

8. While presenting the PowerPoint presentation, Rahul wants to show the website of his institution. He wants to link the website of his institution in the presentation itself. Write the steps for achieving the task.

9. Vanitha has to present her project work in her school. She wishes to use animation in her slides to attract the audience. Mention the steps to be used for adding animation effects in the slides.

10. Karan created a presentation on the topic "Festivals of India". Before presenting, he felt two of his slides are unnecessary to the audience to whom he is going to present today. But for tomorrow he needs those two slides. Suggest the steps he has to follow to achieve this task (without deleting the two slides).