

Worksheet 1: Multiple Choice Questions (MCQs). Tick (✓) the correct answer.

1. a 2. a 3. a 4. a 5. a 6. a

Worksheet 2: Write (T) for True and (F) for False against the statements.

1. T 2. T 3. T 4. F 5. F 6. F

Worksheet 3: Select the suitable words and fill in the blanks.

1. Presentation 2. Theme 3. Normal 4. Home 5. Slide sorter 6. Selection box

Worksheet 4: Match the following:

- 1-d 2-f 3-e 4-a 5-b 6-c

Fun Time:

	M	I	C	R	O	S	O	F	T		
						M					
		N	O	R	M	A	L		H		
						R			O		
						T	H	E	M	E	
			R			A			E		
		C	L	I	P	A	R	T			
			B			T					
		T	A	B	L	E					
			O								
			N								

- Across:**
- The company which has developed PowerPoint. **MICROSOFT**
 - This is the main editing view in PowerPoint. **NORMAL**
 - This is a predefined combination font and colour of a background. **THEME**
- Down:**
- Central place to carry out commands in PowerPoint screen. **RIBBON**
 - A tab you will select to add a new slide. **HOME**