

## Microsoft Power Point - Practical Exercises

### Exercise 1

1. Start Microsoft PowerPoint presentation
2. Start a new blank presentation
3. Your first Slide is going to be a Title Slide
4. Write the Text as in the preview below:  
Lighthouse Co Ltd
5. Make the Font of "Lighthouse" Arial Black and size 88
6. Insert a second slide this should be with a layout of Bulleted List
7. Write the Text as in preview below
  - a. [Title]: Lighthouse Co Ltd
  - b. [Body]:
    - i. Mission Statement
    - ii. Company Objectives
    - iii. Management Team
    - iv. Employees
    - v. Sales
8. Make the Font Colour of the Points to Green
9. Insert a third slide this should be an Organization Chart. Include the following people in the chart:
  - a. David Brent, General Manager
  - b. Tim Canterbury, Head of Sales
  - c. Gareth Keenan, Assistant to the General Manager
  - d. Dawn Tinsley, Human Resources Manager
10. Add a fourth slide this should be a Table Chart. The chart should look like the following:

<i>New Products</i>	<i>Discontinued Products</i>
Digital Cameras	8mm Cameras
Ultra Slim Video Camera	8x Zoom Video Camera
25" Plasma TVs	21" Black and White TVs
DVD Recorders	Video Players
7.1 Dolby Surround Systems	2 channel stereo systems

11. Make the titles *New Products* and *Discontinued Products* with a shadow effect and centered in the cell. Widen columns to fit Text as above.
12. The Fifth slide should be a Chart slide. The chart should be a bar chart, and include the following data must be used to form the chart:

# Ms Powerpoint Practical Question Paper

**Jin-Ying Zhang**



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### **Ms Powerpoint Practical Question Paper :**

1. AB Calculus - Step-by-Step Name Write, but do not solve, an equation involving an integral expression whose solution  $k$  would be the number of days the height of the snow would be half of its ... Step by Step Student Let  $f$  be a twice-differentiable function defined on the interval  $0.5 < x < 4.5$  with  $f(2) = 3$ . The graph of  $f$ , the derivative of  $f$  is shown to the right. 70. AB Calculus - Step-by-Step Name Stu Schwartz. 70. AB Calculus - Step-by-Step. Name ... Describe the region in the  $xy$ -plane in which all the solutions to the differential equation are concave ... ABReview Stu Schwartz AB Calculus Exam - Review Sheet - Solutions. A. Precalculus Type problems ...  $f(x)$ . Step 1: Find  $f(a)$ . If you get a zero in the denominator,. Step 2 ... Diff EQ Practice.pdf - 70. AB Calculus - Step-by-Step Name View Diff\_EQ\_Practice.pdf from MATH 1300 at Brooklyn College, CUNY. 70. AB Calculus - Step-by-Step Name \_ Consider the differential equation  $dy + 1 = . dx$  ... AB Calculus Manual (Revised 12/2019) This manual can easily replace an expensive textbook. Teachers teach right from it and students write in it. The Solution Manual is exactly the same as the ... AB Calculus - Step-by-Step - 24. Function Analysis There is a relative maximum at  $x=2$  as  $f'$  switches from positive to negative. b. On what intervals is the graph of  $f$  concave upward? Justify your answers. (2). img-X26071655-0001 - 24. AB Calculus Step-by- ... View img-X26071655-0001 from MATH 2215 at Cameron University. 24. AB Calculus Step-by-Step Name The gure to the right shows the graph of  $f$ , the derivative ... MasterMathMentor AB31 - Definite Integrals with  $u$ -Substitution MMM AB Calculus MasterMath Mentor AB0102 - Intro to Calculus / Tangent line problem. Stu Schwartz · 28:56. MasterMathMentor AB03 - Rates of Change. Kit Road Ranger Travel

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