



FUSCO'S SCHOOL (ICSE)

Indiranagar , Bangalore

HALF YEARLY EXAMINATION 2016-2017

Subject: COMPUTER APPLICATIONS

Class:V

Time: 2hrs

Mark: 80

I. Fill in the blanks:

6x1=6

1. To insert a new slide in a presentation _____ key combination is used.
2. You can rearrange the slides in the _____ view.
3. _____ feature helps us to create special text effects.
4. When a file is saved in power point, it creates _____ extension.
5. The Table button is present on the _____ Tab.
6. A presentation is a collection of _____ that are arranged in a sequential manner.

HINTS

Slides, .pptx, Word Art, Insert, Ctrl +M, Slide Sorter view,

II. Multiple Choice Questions:

6x1=6

1. Which Function key is used to update the total in a cell.
a) F7 b) F* c) F9
2. The intersection of a column and row is called a
a) Border b) Table c) Cell
3. _____ key is used while dragging to maintain the height and width ratio of a shape.
a) Ctrl b) Shift c) Alt
4. Which key should be pressed to move to the previous cell?
a) Tab b) Shift+Tab c) Right arrow.
5. _____ is like a page in a presentation
a) Placeholder b) Slide c) Slide pane
6. In which view, we get the outline tab?
a) Normal View b) Slide Sorter View c) Slide show View

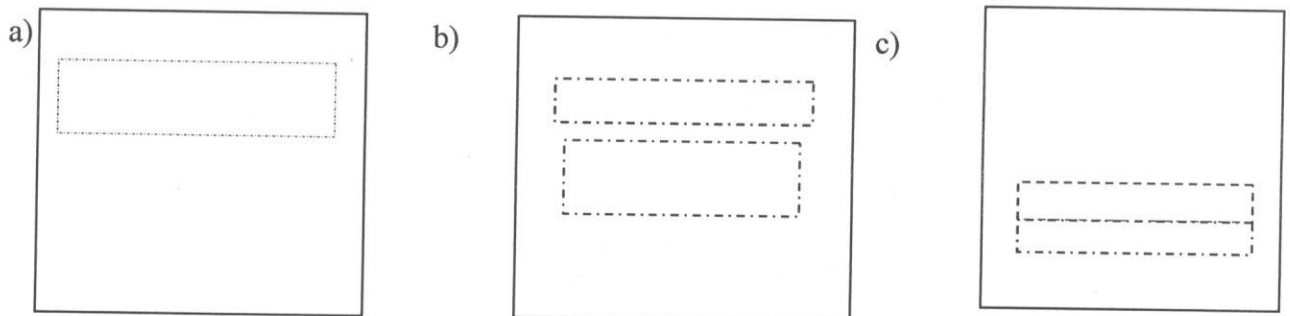
III. State True or False:

6x1=6

1. 3D Rotation option is present on the tab.
2. The layout of a slide can be modified only in slide Sorter View.
3. Cells cannot be merged in a table.
4. Spilt Cells option is present on the Table group.
5. You can edit text in WordArt option.
6. The Replace button replaces all the searched text with new text, at once.

IV. Identify and write the name of the following layouts:

3x2=6



V. Application Based Questions:

3x2=6

1. Roopali has created a presentation with 17 slides. The teacher has asked her to display all the slides on a single screen. Help her in selecting the appropriate view.
2. Arun has made a presentation of seven slides but her slides are not arranged in a proper order. What would you suggest to her so as to arrange them in proper sequence?
3. The teacher has asked varun to make a banner for 'School Fete' Which feature he should use to add readymade pictures from the gallery? Help him to complete his project?

VI. Answer in one word or a sentence:

5x1=5

1. In Which button is used for adding a new slide to a presentation?
2. How can you select more than one shape object at a time?
3. How many types of views do we get in MS PowerPoint screen?
4. Which feature of MS PowerPoint creates a sample slide show containing various themes and layouts?
5. Which option is used to create additional notes for the current slide?

VII. Write the steps for the following

5x3=15

1. How will you copy to another selection?
2. How will you apply built-in style to text?
3. How do you insert table in your document?
4. How will you shadow effect to a shape?
5. How will you apply subscript on the text?

VIII. Answer the following in short :

10x1=10

1. What is word Art?
2. What is clip art?
3. What is a placeholder?
4. What do you mean by slide?
5. What is PowerPoint?
6. What is the use of Spilt Cells option?
7. Why do we use header and Footer options?
8. What are the default settings of Left and right margins?
9. What are shapes?
10. How can you delete row in a table?

IX. Answer the following in detail.

10x2=20

1. What is a Textbox? How can you resize a text box?
2. What is the use of WordArt feature?
3. What do you understand by Subscript?
4. How will you change the column width?
5. What are the different ways in which you can create a presentation in PowerPoint?
6. How will you calculate the sum in a table?
7. What do you mean by template?
8. What do you know about Normal view?
9. What is the use of Slide Sorter View?
10. What do you understand by Text Box Tool?
