INFORMATION TECHNOLOGY (802)
OPENOFFICE IMPRESS (PRESENTATION)

1. What is the need of a presentation software?

2. What is the task of a presentation software?

3. Name an open source presentation software.

4. List the steps to start an OpenOffice Impress.

5. List the components of the main screen of OpenOffice Impress.

6. List the different view options in OpenOffice Impress.

7. What is the need to use the slide master?

8. List the steps for inserting hyperlink to a video in a presentation.

9. What is the difference between slide transition and slide animation?

10. Name the tabs in which the following commands are present:
    Header & Footer, Find & Replace, Status Bar, Ruler, Hyperlink, Animation, Transition, Normal View, Copy

11. What are all the commands available in the Insert tab?

12. What are all the commands available in the Format tab?

13. What are all the commands available in the Tools tab?

14. What are all the options available in the Slide show tab?

15. What are the options in the Window tab?

16. What are the options in the Help tab?

17. What is the purpose of the following views?

    a) Normal b) Outline c) Slide Sorter d) Slide Show e) Notes Page f) Handout Page