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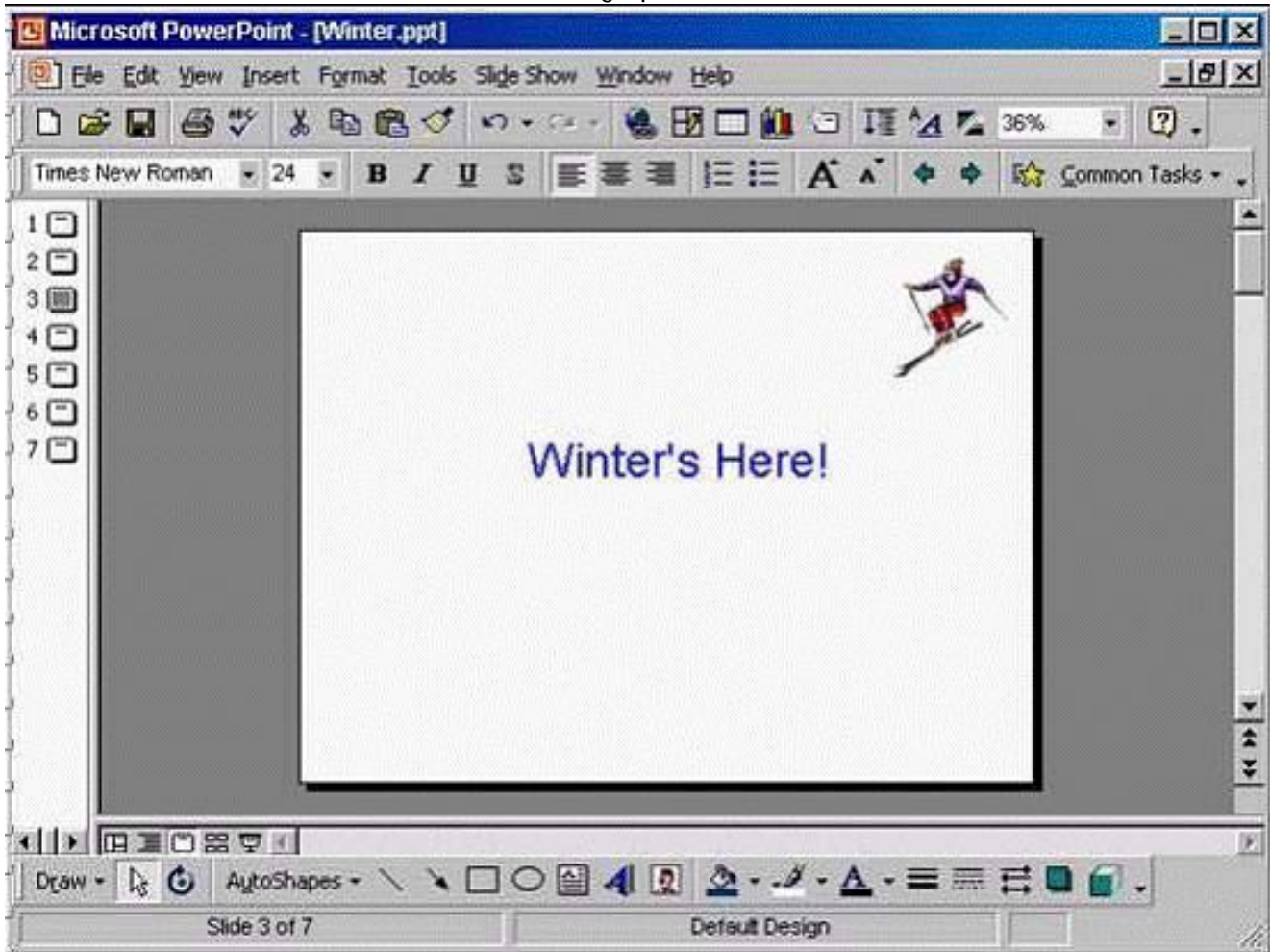
Exam : **ICDL-POWERP**

Title : The ICDL L4 powerpoint exam

Vendor : ICDL

Version : DEMO

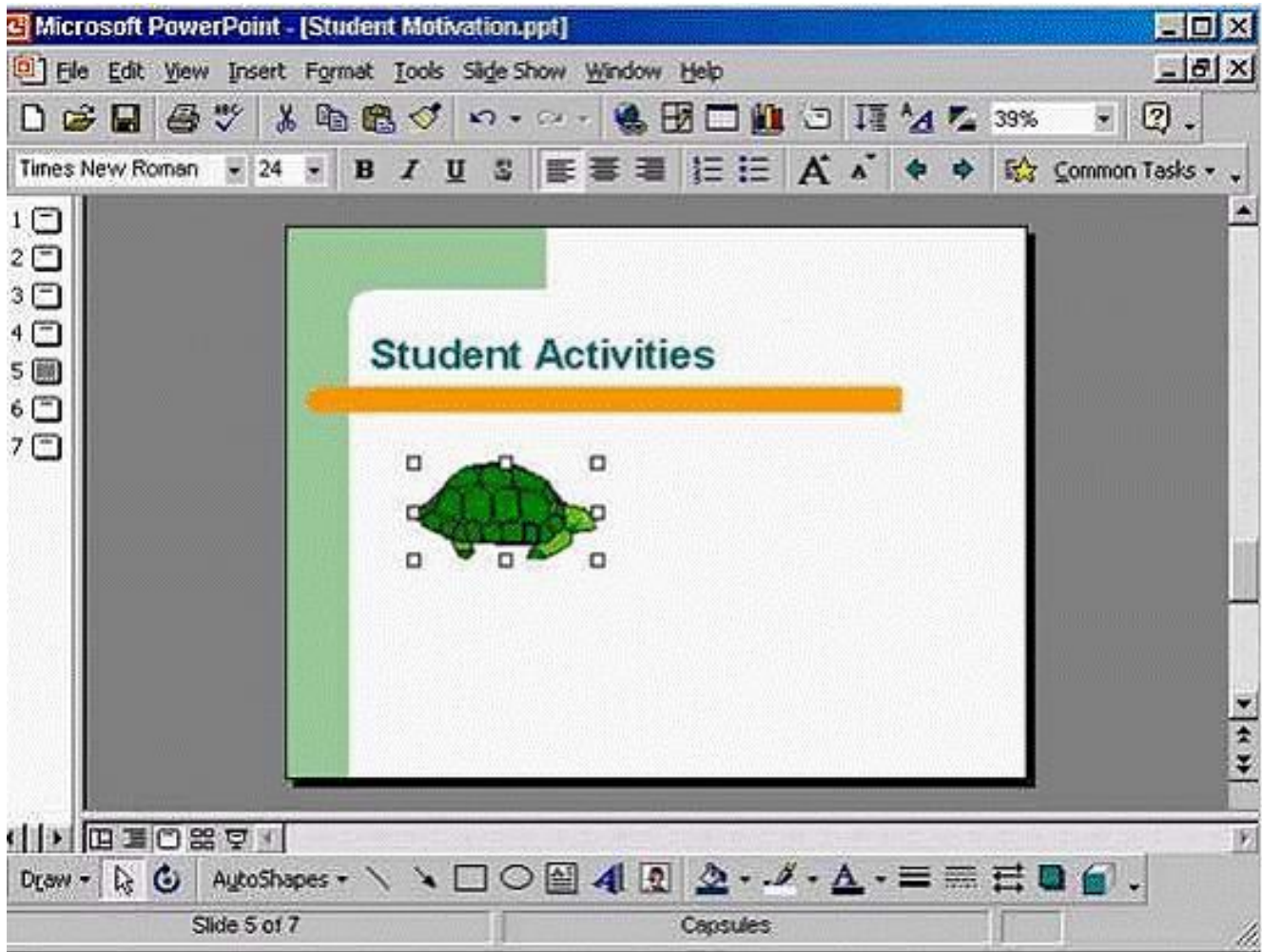
NO.1 Access the Slide Master, and remove the graphic of the skier.



A. View -> master -> slide master -> select the graphic -> press delete from the keyboard

Answer: A

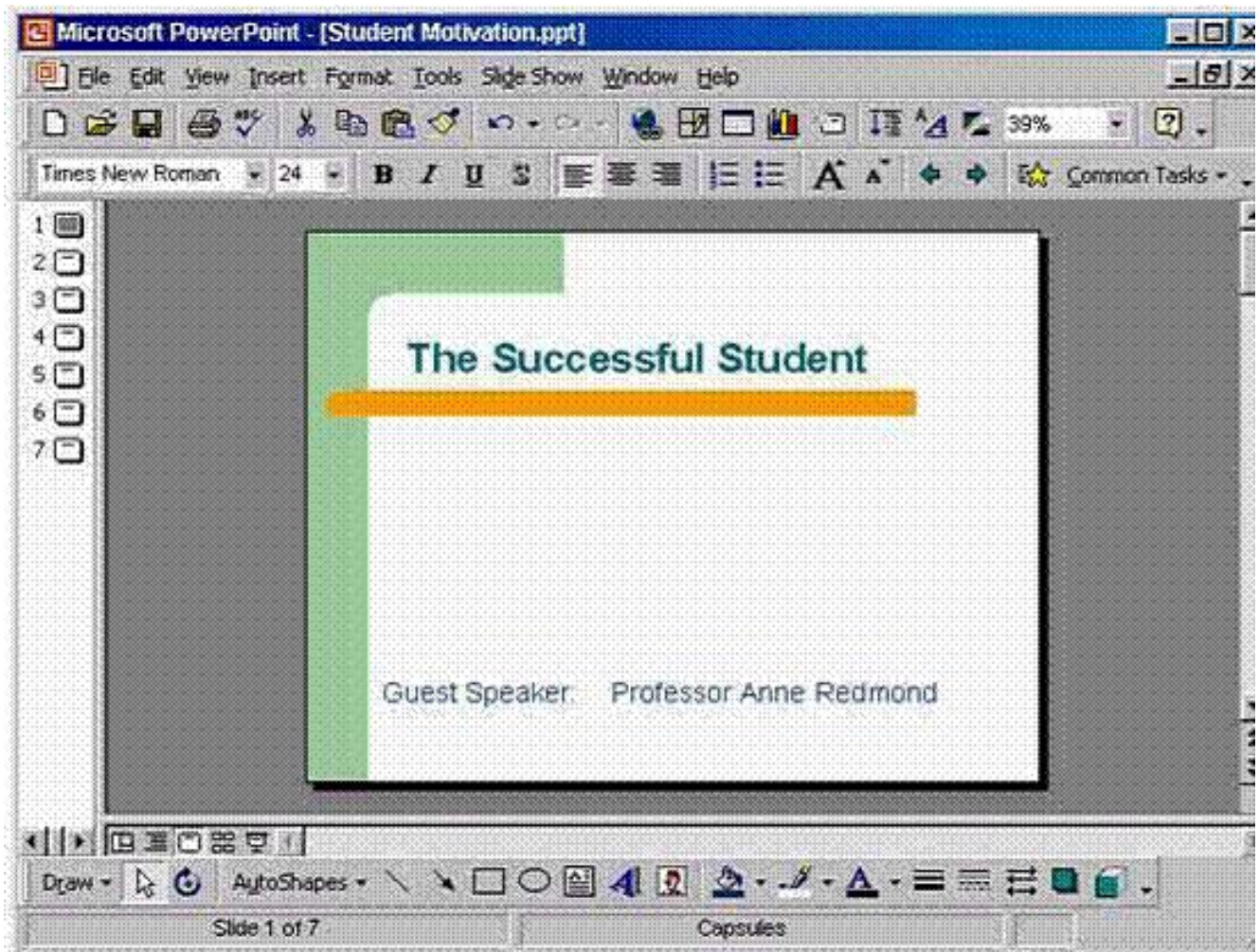
NO.2 If you wished to change the height of the tortoise graphic without changing its width, where would you click to begin?



A. Put the cursor here

Answer: A

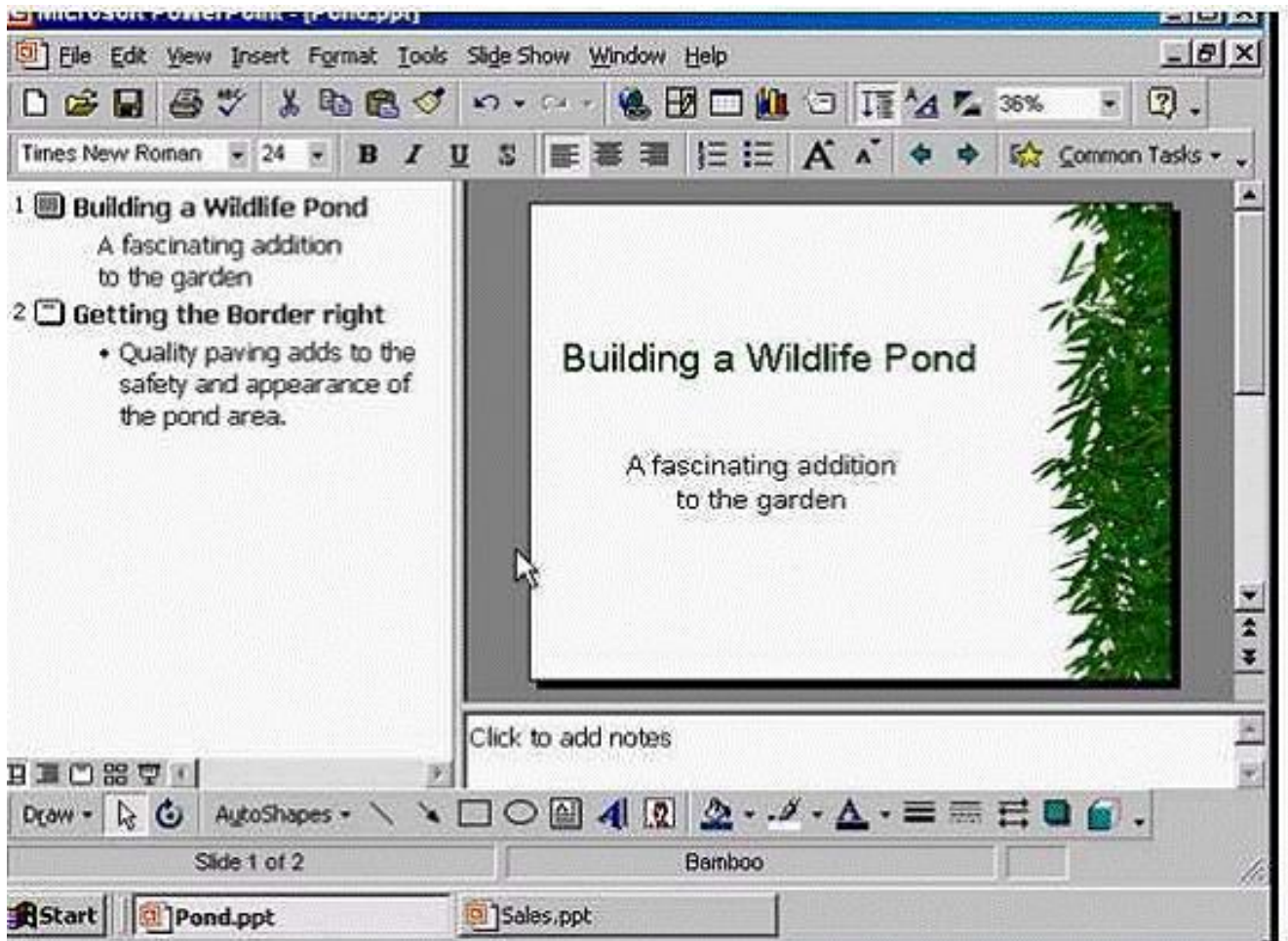
NO.3 Open the presentation named Training.ppt, which is in the My Documents folder.



A. Click on open tool ->click on my documents -> select Training.ppt ->open

Answer: A

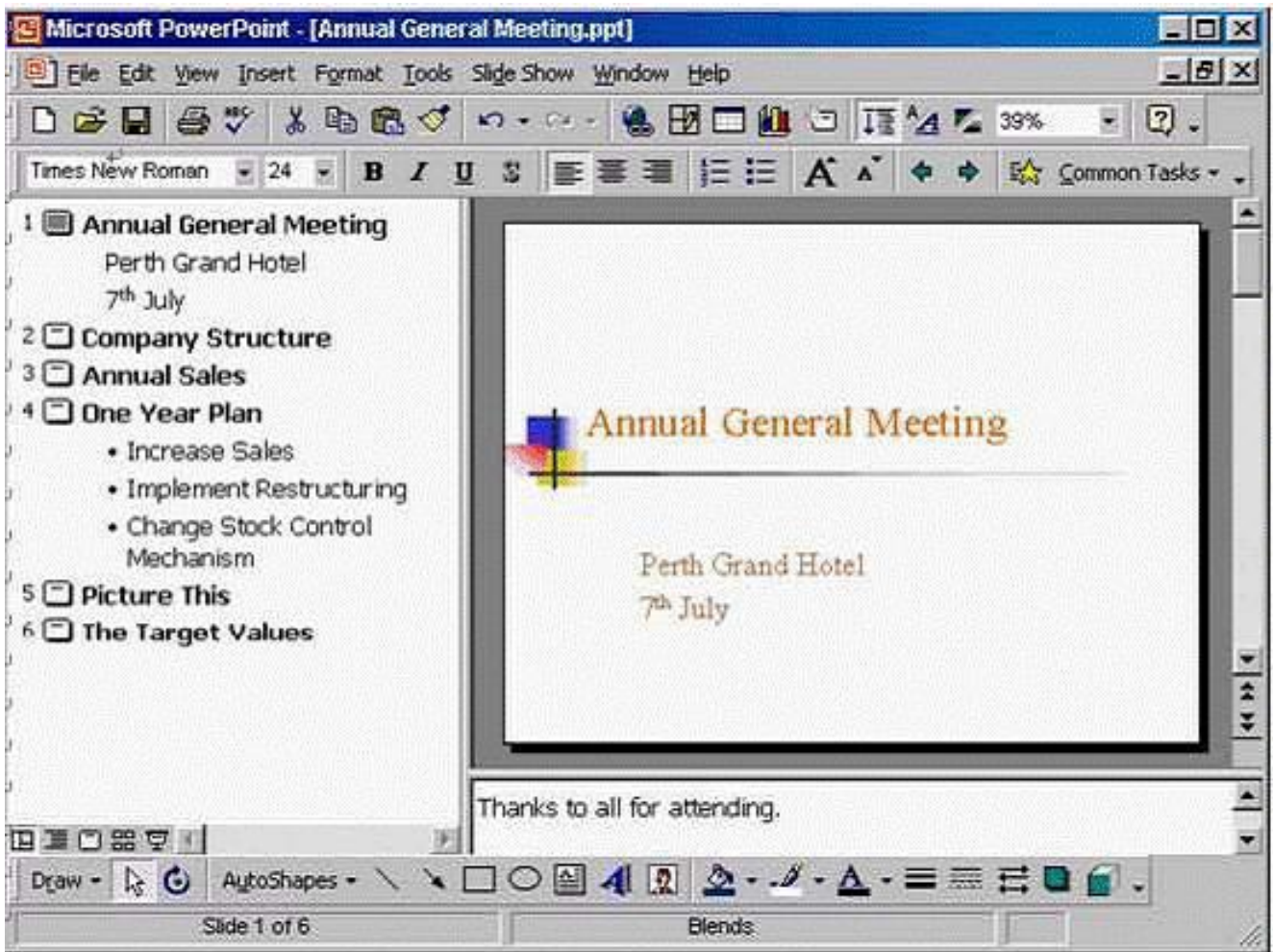
NO.4 A second presentation is open. Make Sales.ppt the active file. Alt + Tab is not available for this exercise.



A. Select sales.ppt from the task bar

Answer: A

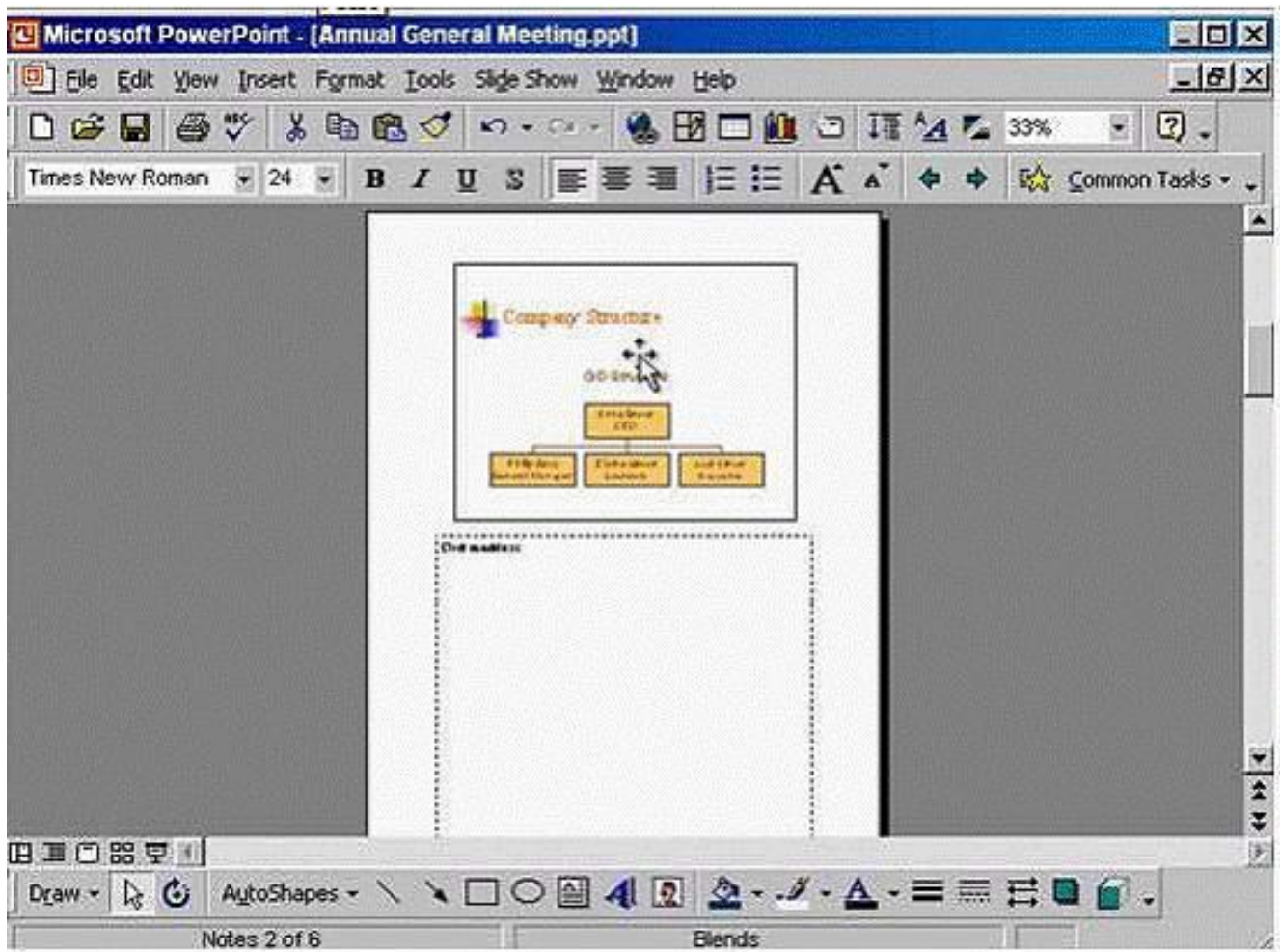
NO.5 Run this entire presentation as an onscreen slide show.



A. Slide show -> view show

Answer: A

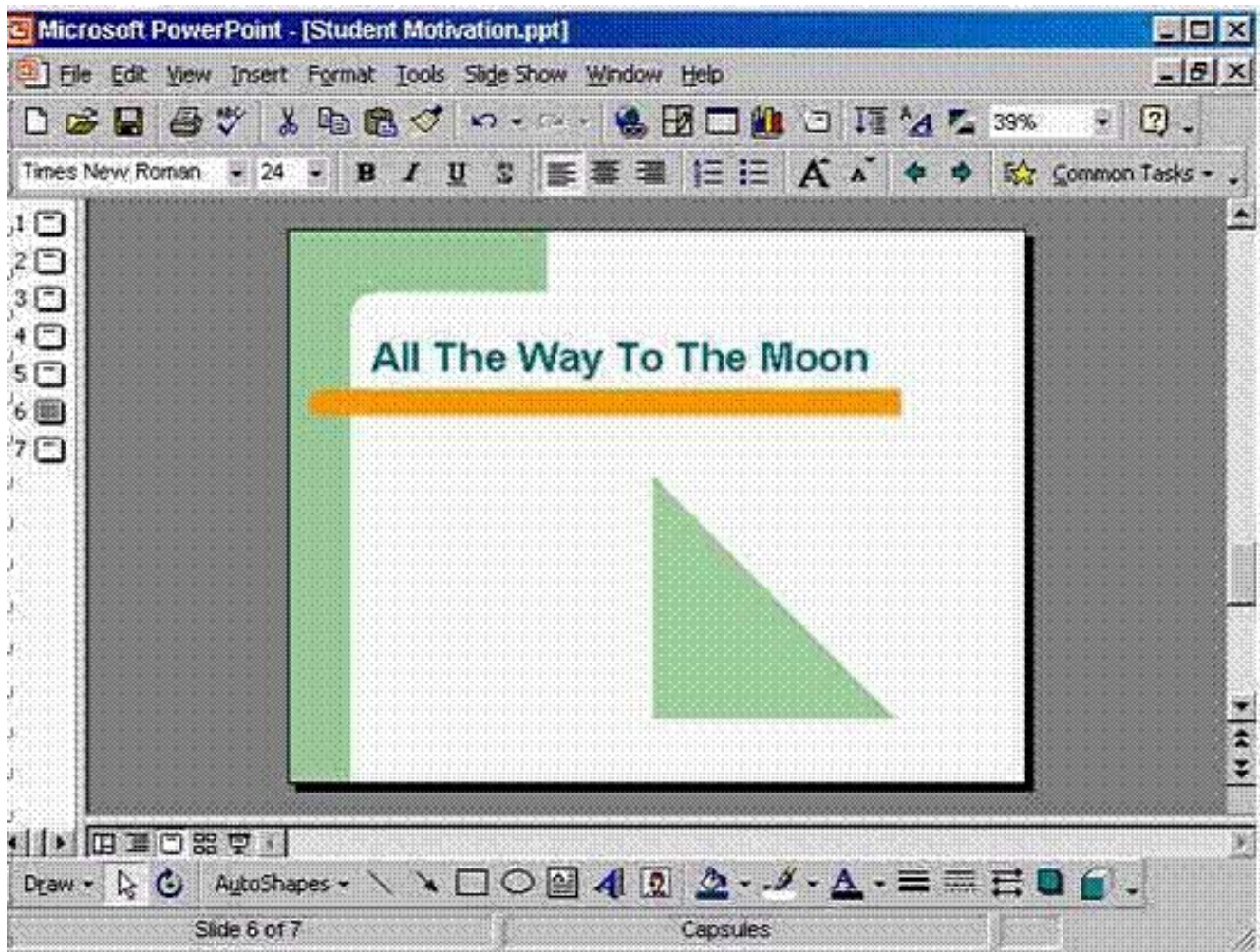
NO.6 Change the zoom level of the current view to Fit.



A. From the zoom tool from the standard toolbar -> use the drop down list and select fit

Answer: A

NO.7 Add any shadow of your choice to the green triangle on this slide.



A. Select the triangle -> select the shadow tool from the drawing toolbar -> select any shadow

Answer: A