

## Lesson 6

### Animation text and object

#### Fill in the Blanks:

1. **Transition** are the special effects you see when one slide changes to another in slide show view.
2. Animation effects can be applied on both **Text** and **Objects** on a slide.
3. **Action Button** is a readymade button for defining hyperlink on a slide.
4. It is essential to connect a **Microphone** to the computer while recording your sound.
5. **Play** button is present on the start slide show group.
6. Click on the **From Beginning** button to start the sound.

#### State True or False:-

1. Action Button can be used to link any other application to the current slide. **True**
2. We can assign sound to text or graphics in a presentation. **True**
3. Video clips can be added to a slide by selecting the Home tab. **False**
4. We can choose transitional sound effects from the transition sound drop down arrow. **True**
5. Transition effects give motion to the text and pictures. **False**
6. Media group is present on the insert tab. **True**
7. The speaker icon in a slide can't be moved or resized. **False**

#### Multiple Choice Questions:-

1. Transition effects can be seen in \_\_\_\_\_ view.  
a. Slide Sorter    b. Notes Pages    c. Slide Show    [ **C** ]
2. \_\_\_\_\_ effects can be added to objects on a slide.  
a. Animation    b. Transition    c. Sound    [ **A** ]
3. The recorded sound files are assigned the extension\_\_\_\_\_.  
a. .midi    b. .wma    c. .wav    [ **C** ]
4. The animation pane button is available on the tab.  
a. Slide Show    b. review    c. Animations    [ **C** ]

#### Application Based Questions:-

1. The teacher has asked Kabir to open a blank slide and write a paragraph on the 'Save Environment'. He is also being given instructions not to use any text placeholder in it. Suggest him as to how he can enter the text on a blank slide

Answer:- Insert Text Box

2. Priya has made a project on "Child labour-A Curse" With 20 slides in it. She wants to import data from Microsoft Word file. Suggest her option using which she can fulfill the task.

Answer:- Outline in document view group in MS word

#### Answer the following

1. What do you understand by Animation? How is it helpful in a presentation?

Answer:- The ability to move objects like text, Graphics, logos, charts etc, in any direction of the slide is called animation.

Animation is quite beneficial when you wish to focus on important points, it also controls the order of flow of information and helps in increasing the interest of audience.

2. What is meant by Transition?

Answer:- Transition effect appear when one slide changes to other during slide show view. You can apply transition effects to a single slide as well as to all the slides.

3. How will you insert your own sound in presentations?

Answer :- Sound file can be added from the files stored on your computer.

- Select the slide where you want to add sound
- Select the insert tab, click on Audio drop down arrow in the media group. Choose the Audio from file option from the menu. The insert audio dialog box will appear. select the location, click on audio file then apply and ok

4. What is an action Button? Why do we use it in a slide

Answer:- Action buttons are built in button shapes the that you can add to a presentation and set to link to another slide play a sound or perform some other action.