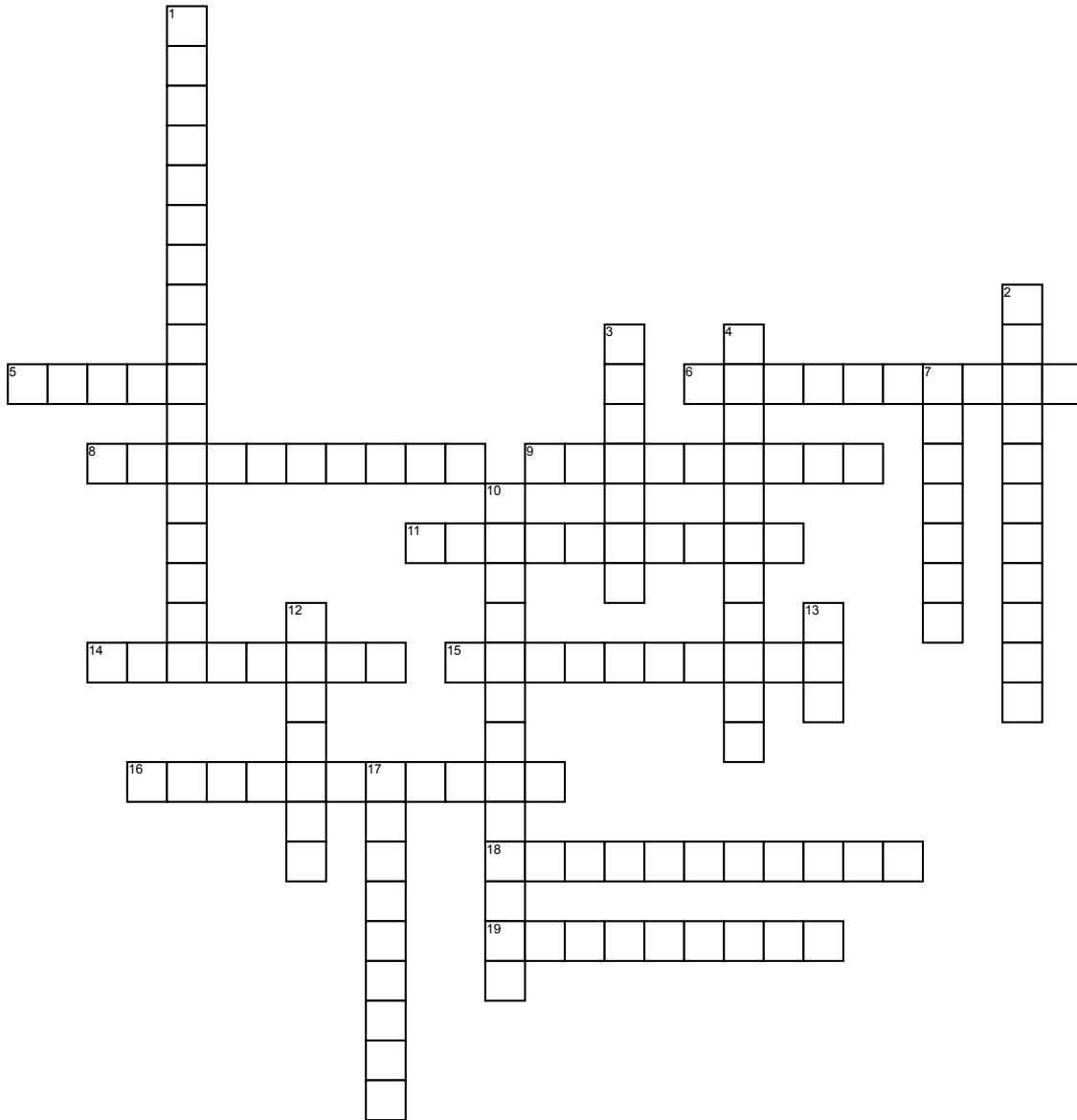


Power Point Puzzle Worksheet



Across

5. A single page of a presentation in a slide show.

6. Combined use of more than one media, text, image, sound, video, etc.

8. The first slide in a presentation; slide indicating the title of the presentation and the presenter's name

9. A shortcut that allows you to go from the presentation to another program, document, specific slide or to a website.

11. The underlying color of a slide

14. Handouts – Way of printing the Powerpoint so that multiple slides appear on each page. Found under Print – Print what

15. A software program that allows you to create professional looking multimedia presentations

16. A predefined slide format that determines the position of the objects on the slide. You can access 24 different slide layouts by pulling down the Format menu, clicking "slide layout" and then choosing one that best suits your needs.

18. The effects that move one slide off the screen and the next slide on during a slide show.

19. Allows the user to create notes to be used with the presentation of each slide

Down

1. Feature that lets you create a show from scratch, using whatever layout, format, colors, and styles you prefer

2. Controls the formatting for all the slides in a presentation

3. Refers to any picture or art image that you add to improve your presentation. This can be done by pulling down the Insert menu, selecting "insert picture" then "Clip Art" and then selecting the picture you would like to add Clip

4. View displays the text of the slide with no other features – This is a good place to go to make a Wordle!

7. The formatting features that move the text on and off of the single slides

10. A Button you can click to take you to a different slide, a file, a website, sound, etc

12. Marks, usually a round or square dot, used to emphasize or distinguish items in a list. Bullets are common in Powerpoints

13. Action Buttons - A Button you can click to take you to a different slide, a file, a website, sound,

17. The movement of text, graphics, or other objects within a slide. Animation will vary the way in which objects on a slide appear, the order of the appearance, and how and when objects disappear