

M.S. PowerPoint Specimen Questions

Q.1 Write The Following Questions.

1. What we called Combination of slides?
2. What is the default view in PowerPoint?
3. How many slide Layout in a power point?
4. Write the any two name of Exit Animation Effect?
5. Which Group shows screen recording option in PowerPoint?
6. Write the name of any two types of Animation?
7. What Shows in the title bar of PowerPoint at First time of opening the New File?
8. Write the name of any two Entrance Animation Effects?
9. Write the name of Two Group Present in Word, Excel & PowerPoint in Review Tab.
10. Which option is used to show ruler in PowerPoint.

M.S Access Specimen Questions

Q.1 Write The One Word Answer.

1. Which option is used to create drop down list of values in Access
2. What is the file extension of MS Access.
3. Which option is used to define the length of the text in the record in Access.
4. Which field is used to enter mail id in the record.
5. What is the executable file name of Access.