LOYOLA SCHOOL, BHUBANESWAR

Second Class Evaluation – November 2025

Class: IV **Subject: Computer** **F.M.= 20** **Time: 40 min.**

I. Multiple Choice Questions: - [5x1=5]

1. It is a task- oriented Graphical User Interface.
   a. Title bar b. Ribbon c. Status Bar
2. Name the term used to store the slide in hard disk.
   a. Save As. b. New c. Open
3. The function key used to view slide show.
   a. F2 b. F4 c. F5
4. By default, the extension of PowerPoint presentation file is _____
   a. *.pptx b. *. pptz. c. *. powerpoint
5. It is a full-page view when you click File Tab.
   a. Backstage. b. Slide Show c. Insert

II. Fill in the blanks: [5x1=5]

1. _____ are the dotted rectangular boxes on a slide to enter texts or insert pictures.
2. _____is a systematic display of information along with graphics, movies, sound etc.
3. _____ is an electronic presentation of the slides that appear sequentially on the screen.
4. _____ is the topmost horizontal bar present on MS PowerPoint window.
5. Shortcut key to create a new presentation file is _____.

III. Mention True or False (Rewrite the False statements by changing the underlined words only.) [4x1=4]

1. Left Pane is the main working area where you can perform different tasks on the slides of the presentation.
2. A presentation consists of a number of Slides.
3. MS PowerPoint is a system package of MS Office.
4. MS PowerPoint provides the facility of multimedia presentation.

IV. Answer the following : - [3x2=6]

1. What is a slide?
2. What is MS PowerPoint?
3. What is Zoom Slider?

**********ALL THE BEST**********