



ICDL ICDL-Powerpoint

Exam Name:

Q & A : 64 Q&As

Pdf Demo

Quality and Value for the ICDL-Powerpoint Exam

[Just4Exams Practice Exams](#) for ICDL ICDL ICDL-Powerpoint are written to the highest standards of technical accuracy, using only certified subject matter experts and published authors for development.

100% Guarantee to Pass Your ICDL-Powerpoint Exam

If you do not pass the ICDL ICDL-Powerpoint exam on your first attempt using our Just4Exams **ICDL-Powerpoint testing engine and pdf study guide**, we will give you a FULL REFUND of your purchasing fee.

Downloadable, Interactive ICDL-Powerpoint Testing engines and PDF Version

Our Exam Preparation Material provides you everything you will need to take a [ICDL certification](#) examination. Details are researched and produced by [ICDL Certification](#) Experts who are constantly using industry experience to produce precise, and logical.

Free ICDL-Powerpoint Exams:

This is demo only, this pdf do not include the questions and answers picture

Exam : ICDL ICDL-Powerpoint

Title : The ICDL L4 Powerpoint Exam

1. Open the presentation named Training.ppt, which is in the My Documents folder.

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

2. Change the default user name for this application to Lee Smith.

A. Tools -> options -> General tab -> in the name box delete msingh -> type Lee Smith

Answer: A

3. Add the word Introduction as the first item in the bulleted list on this slide. Click SUBMIT when you have finished.

Answer: Put the cursor on click to add text -> type Introduction

4. Save the Company Strategy presentation as an Outline/RTF file. You don't need to change the file location.

Answer: File -> save as -> use the drop down list in the save as type box and select outline/RTF-> save

5. Switch to Slide Sorter View.

A. View -> select slide sorter

Answer: A

6. Access the Header and Footer dialog box and add slide numbers to all slides except for the title slide of this presentation.

Answer: View -> header and footer -> check the slide number -> check don't show on title slide -> apply to all

7. This travel company uses an approved range of corporate templates.

Apply the design template Sunny Days to this presentation.

A. Format -> apply design template -> select Sunny Days -> Apply

Answer: A

8. Without retyping, make all of the letters in the selected word upper-case.

Answer: Format -> change case -> select upper-case -> ok

9. Create a new blank presentation.

Answer: Click on the new tool from the standard toolbar

10. Access the Slide Master, and remove the graphic of the skier.

Answer: View -> master -> slide master -> select the graphic -> press delete from the keyboard

11. Create a Title Slide, with placeholders for both a title and a sub-title.

A. Insert -> new slide -> select the title slide

Answer: A

12. Change the second bullet on this slide from Bonanza sale to Mammoth sale. Click anywhere outside the bulleted list placeholder when you have finished.

Answer: Delete the name Bonanza sale and type Mammoth sale

13. Add an image of a Lion to this slide from the Animals category of Microsoft's Clip Art gallery.

Answer: Double click on the clip art icon -> select animals -> select the lion -> apply

14. Move the graphic to Slide 7 in this presentation.

Answer: Right click on the graphic -> cut -> select slide number 7 -> right click paste

15. If Maria were deleted from this organisation chart, which one of the following statements would be True?

A. Miguel and Lee would become sub-ordinates of Paul.

B. Miguel and Lee would report directly to Alexandra

C. Miguel and Lee would become co-workers of Naim and Michelle.

D. You would be prompted to give Miguel and Lee a new manager.

Answer: B

More [ICDL-Powerpoint Braindumps](#) Information

Related ICDL-Powerpoint Exams

ICDL-Word	ICDL- Powerpoint	ICDL-IT	ICDL- WIDOWS	ICDL-Excel ICDL-Net
-----------	---------------------	---------	-----------------	------------------------

Other ICDL Exams

ICDL- WIDOWS	ICDL-Excel ICDL- Powerpoint	ICDL-IT	ICDL-Word	ICDL-Net
-----------------	-----------------------------------	---------	-----------	----------