

EXERCISE

1. As a games prefect, you have been asked to prepare a presentation about *the importance of sports in schools*. In the presentation, you will also show the results of the previous inter-house completions in your school.

(a) Create five slides as follows:

Title slide: Should have suitable title for your presentation, your name and your role in the school. This slide should also have related graphics (from the clip art section) (5 marks)

Slide two: How can students benefit from participating in sports? (3 marks)

Slide three: Should have a bulleted list of at least ten sporting activities you know. (5 marks)

Slide four: Previous House Competition Results: Should have a column chart showing the number of points that each of the five houses got. (5 marks)

Slide five: Should have a good summary and conclusion for your presentation. (3 marks)

(b) Set the following Master styles: **Titles:** Dark Blue, right aligned, font; Tahoma bold.

Text styles: Black, Arial Narrow bold, Justified (2 marks)

(c) Apply a suitable slide background, animations and transitions. (3 marks)

(d) Include your name and index number in the header section of the handouts print preview. (1 mark)

(f) Save your work as Sports results Your name. (1 mark)

2. Your science teacher has asked you to design for him a presentation which is going to aid a lesson on **Soil Erosion**. Design 4 slides as follows:

Slide 1: This slide should have an automatic date above the title, and the definition of soil erosion: [Soil erosion is the wearing away of the land surface by physical forces such as rainfall, flowing water, wind, ice, t or other natural agents.] (06 marks)

Slide 2: This slide should have the various types of soil erosion: [(i) Rain drop or splash erosion: Caused by to the impact of falling raindrop on the surface of soil.(ii) Sheet erosion: It is the fairly uniform removal of soil in thin layers from the land surface, caused by wind. (iii) Rill erosion: A form of water erosion in which very small straight channels are produced. (iv) Gully erosion: A form of water erosion in which gullies are produced by combination of unattended rills.] (05 marks)

Slide 3: This slide should have ways of preventing soil erosion: [(i) We can prevent soil erosion by planting vegetation, trees, ground cover, shrubs and other plants. (ii) We can prevent soil erosion by Creating windbreaks, which are barrier rows planted along the windward exposure of a plot of land.(iii) We can prevent soil erosion by Growing cover crops on farm land when land is not being used. (iv) We can prevent soil erosion by Applying mulching. (v) We can prevent soil erosion by using contour farming when farming on sloped areas.] (05 marks)

Slide 4: Should have a suitable brief **summary and conclusion** for the lesson. (06 marks)

- (i) Add your name as footer on each slide in font Tahoma 26. (02 marks)
- (ii) Apply a suitable slide design and uniform animations. (02 marks)
- (iii) Add graphics from the clip art section where possible. (02 marks)
- (iv) Set your presentation to run automatically until you press esc (01 mark)
- (v) Save your work as SOIL EROSION your name. (01 mark)

3. As an ICT student, you have been approached by the headteacher to make a four-slide presentation about your school as follows

- a. Slide one: Name of your school as a word Art and your name as the presenter (3marks)
- b. Slide two: School mission and the Motto (3marks)
- c. Slide three: Organization hierarchy of the school administration (Use SmartArt and consider the following positions: Head Teacher, Deputy Head Teacher, DoS, Deputy DoS, DoSA, and Deputy DoSA) (4marks)
- d. Slide four: A bulleted list of the subjects taught in your school (2marks)
- e. Format your presentation as follows
 - i. Apply a uniform background on your slides (2marks)
 - ii. Justify your text on slide two (2marks)
 - iii. Apply a spinner Entrance effect on your hierarchy chart (2marks)
 - iv. Insert a footer of your name and slide number except on the title slide (1marks)
 - v. Save your work as your name and personal number (1marks)