

NEW ERA HIGH SCHOOL, PANCHGANI
IT ASSIGNMENT-2 Class III

UNIT	Creating Presentations PowerPoint Presentation
Time Line	Total 1week (3 rd May to 10 th May 2020)
TOPIC	<ul style="list-style-type: none"> • Introduction to Presentation. • Inserting a Title Slide • Saving and Closing Presentation
Objective	<ul style="list-style-type: none"> • To understand about Presentation Application • To insert slides • To save presentation. • To close presentation.
Learning Outcomes	<ul style="list-style-type: none"> • Is able to create presentation • Is able to save presentation.
Activity	<p>Project- To create Presentation on Myself</p> <ol style="list-style-type: none"> 1. The presentation should contain 3 slides. 2. The first slide of Presentation should contain Name of the Presentation. <ol style="list-style-type: none"> a. To create Presentation- Open PowerPoint presentation- Click on Click to Add Title- Give Title name as "Myself". Click on Click to add to Sub title- Give subtitle as "Presented by- Your name" 3. To insert New Slide- Select New Slide option from Slides Menu-Click on Title and Content Slide- Click on Click to add title- Give title to the slide- Click on Click to add text- Write your information. 4. To insert Thank You slide- Select New Slide option from Slides Menu-Click on Title and Content Slide- Click on Click to add title- Write Thank You. 5. Save the file using your Class name followed by your name and assignment no. (e.g. - 3.Rohan2)
Submission	<p>For Activities: Please ensure that your child completes the activities given in the time allotted and submit the file by 10th May 2020. Kindly send your project on mail. email ID- pooja.jadhav@nehs.in</p> <p>The marks indicated will be included for internal assessment.</p> <p>For Assignments: Kindly ensure your child completes the given assignment in the same week mentioned. These assignments have to be solved in their own handwriting on a separate new sheet and after completion the scanned copy or an image (clear picture taken on a mobile) to be mailed to the teacher. Kindly take note of the date of submission.</p> <p>The Assignment needs to be completed by 10th May 2020. For any queries you may contact me on pooja.jadhav@nehs.in Contact number- 7507908578</p>
Moral Value	We are God's creation and we must try to possess His qualities.

Worksheet 2

- I) What is the use of PowerPoint application?
- II) State the use of Title Slide.
