Getting Creative: Powerful Presentations Assessment

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hour: \_\_\_\_\_\_\_\_\_\_\_

Answer the following questions by placing the letter of the correct answer on the line next to the test question number.

1. An effective presentation:

a. is concise

b. Has a clear rationale

1. Tells a story
2. All of these are correct
3. Collaboration on a project requires:
4. All group members should do an equal amount of work.
5. Being open to compromise
6. Effective communication
7. All of these are correct
8. When collaborating to create a presentation what tool would be useful for assigning roles?
   1. Visual organizer
   2. Presentation
   3. A magic 8 Ball
   4. A calculator
9. What is NOT available within a shared presentation to aid in communicating with collaborators?
   1. Chat
   2. Comments
   3. Email
   4. Phone
10. When everyone comes to an agreement within a group, it is called:
    1. Role call
    2. Dynamic
    3. Consensus
    4. Active
11. What do we call something that is characterized by constant change, activity, or progress?
    1. Role call
    2. Dynamic
    3. Consensus
    4. Active
12. Which of the following can cause your presentation to be boring?
    1. Telling a story
    2. Using powerful visuals
    3. Including all that you are saying on the slides
    4. Limiting bullet points
13. How should you collaborate on a presentation?
    1. Send attachments of the presentation
    2. Send suggestions by email to a person and have them make all the slides
    3. Set times to meet in person when the slides are being made
    4. Share a presentation
14. Images should be cited in your presentation?
15. True
16. False
17. What types of images can be used in your presentation?
    1. Any public domain images
    2. Any image from a Google search
    3. Any image on web sites you visit
    4. Any image you can copy and paste
18. Where is the best place to find credible resources for a research project?
    1. Google
    2. Mel databases
    3. Any website
    4. Your best friend
19. Which menu contains Bold, Superscript, and line spacing?
    1. Tools
    2. Data
    3. Format
    4. View
20. The formatting positioning and placeholders for all of the content that appear on a slide is called:
    1. Layout
    2. Grid
    3. Handlebars
    4. Ruler
21. A set of design elements, including backgrounds, colors, and fonts that give your presentation a professionally designed feel.
    1. Layout
    2. Grid
    3. Ruler
    4. Theme
22. You must \_\_\_\_\_\_\_\_ images to make them move on a slide during the presentation.
    1. Layout
    2. Animate
    3. Transition
    4. Path
23. What allows several object in a presentation to be moved together?
    1. Selecting
    2. Grouping
    3. Cursors
    4. Nothing
24. Any image, icon, photo or text in your presentation is called:
    1. layout
    2. pixel
    3. object
    4. selection
25. What happens if you select a picture and flip it horizontally?
    1. It rotates 180 degrees
    2. It becomes its mirror image
    3. It moves to another part of the screen
    4. It becomes animated
26. Which key quits a presentation?
    1. ESC
    2. CTRL
    3. OPT
    4. TAB