

# MO-300<sup>Q&As</sup>

Microsoft PowerPoint (PowerPoint and PowerPoint 2019)

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Topic 3, LandscapeExhibit.

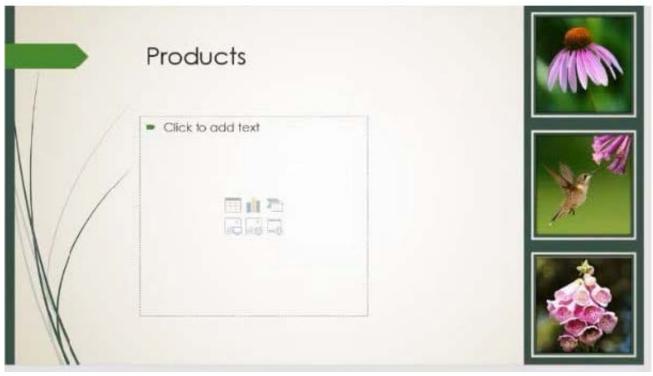
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### **QUESTION 1**

At the end of the presentation, insert the slides from the Campus presentation in the Documents folder. After you insert the slides, slide 6 should be "Discover Your Campus" and slide 7 should be 'Display Your Art".

A. See the Steps below
B. PlaceHolder
C. PlaceHolder
D. PlaceHolder
Correct Answer: A
Click on the Office button.
At the bottom of the dialog box, click PowerPoint Options.
In the list of options on the left, select Advanced.
Scroll down the list of options to find the Slide Show section.
Select the End with black slide check box.
Click OK.
Testlet 1















### **QUESTION 2**

You are completing a presentation about Adventure Works Cycles.

On slid 2, insert a slid footer that displays the slide number and "www.adventureworks.com". Apply the footer to all slides except the title slide.

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A. See the steps below.
B. PlaceHolder
C. PlaceHolder
D. PlaceHolder
Correct Answer: A
On the Insert tab, select Slide Number.
On the Slide tab, check the Slide number box.
Select Apply to All.
QUESTION 3
You are creating a presentation about landscape products.
Create a section named "Structures" that includes only slides 3 and 4.
A. See the steps below.
B. PlaceHolder
C. PlaceHolder
D. PlaceHolder
Correct Answer: A
Right-click between slides and select Add Section. An Untitled Section is added in the thumbnail pane, and
the Rename Section dialog box opens.
Type a name in the Section name box.
Select Rename.
To collapse a section, click the triangle next to the section name.
QUESTION 4
For all slides, set the transition duration to 3 seconds.
A. See the steps below.
B. PlaceHolder
C. PlaceHolder
D. PlaceHolder



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Correct Answer: A

Set the speed of a transitionSelect the slide that has the transition that you want to change. On the TRANSITIONS tab, in the Timing group, in the Duration box, type the number of seconds that you want it to run. If you want all the slide show\\'s transition effects to use the same speed, click Apply To All.

#### **QUESTION 5**

On slide1, configure the audio clip to fade in for 2 seconds when the user clicks the audio icon. Configure the settings so the audio clip plays only one time but continues across multiples slides.

- A. See the steps below.
- B. PlaceHolder
- C. PlaceHolder
- D. PlaceHolder

Correct Answer: A

Click the up arrow next to "Fade In:" in the ribbon\\'s Editing tab to increase the length of the fade. For example, if you want one second to pass between when the music starts playing and when it reaches its full volume, click the arrow repeatedly until the "Fade In:" box reads 01.00.

Testlet 1

Topic 6, BicyclesExhibit.



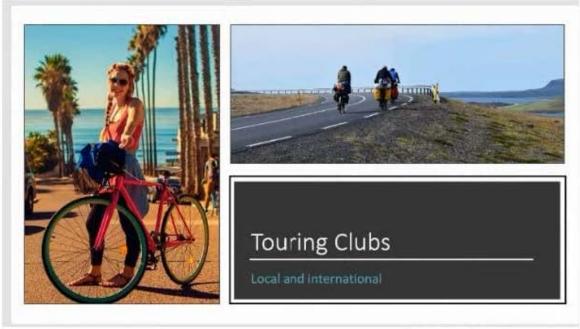






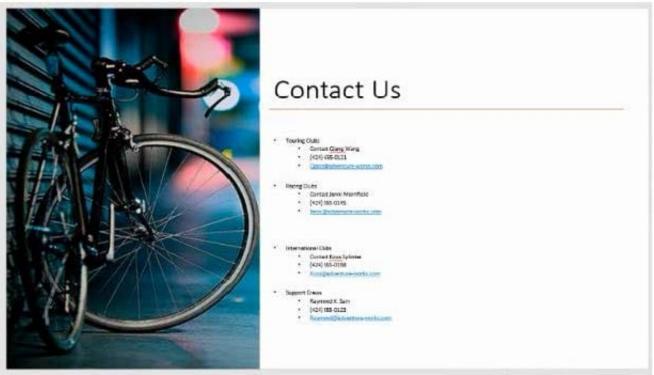












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