

17	Correct	Customizing Animation	Animation and Slide Show Tools	Advanced	00:00:23
18	Correct	Customizing Slide Numbers	Insert Tools	Intermediate	00:01:22
19	Correct	Set Automatic Slide Timings	Animation and Slide Show Tools	Advanced	00:00:50
20	Correct	Changing Chart Style	Chart Tools	Intermediate	00:01:00
21	Correct	Legend	Chart Tools	Intermediate	00:00:55
22	Correct	Custom Animation	Chart Tools	Advanced	00:02:22
23	Correct	Formatting Font	Formatting and Editing	Intermediate	00:00:42
24	Correct	Inserting a Table	Insert Tools	Basic	00:00:32
25	Correct	Moving Objects	General Commands and Properties	Basic	00:00:50
26	Correct	Deleting Slides	Formatting and Editing	Basic	00:00:33
27	Correct	Inserting a Note	General Commands and Properties	Basic	00:00:24
28	Correct	Save As	General Commands and Properties	Basic	00:00:27
29	Correct	Print Outline View	General Commands and Properties	Basic	00:01:02
30	Correct	Run Slide Show	Animation and Slide Show Tools	Basic	00:00:18

Question Level Statistics

	Number of Questions	Number Correct	Total Percentage
Basic	16	16	100%
Intermediate	10	9	90%
Advanced	4	4	100%
Total	30	29	97%

Question Type Statistics

	Number of Questions	Number Correct	Total Percentage
Animation and Slide Show Tools	5	5	100%
Chart Tools	3	3	100%
Formatting and Editing	7	6	86%
General Commands and Properties	6	6	100%
Insert Tools	4	4	100%
Theme and View Options	5	5	100%
Total	30	29	97%

Test Description

Microsoft PowerPoint 2010 is a presentation designer used to create overhead slides and computer-based presentations. This program is included in Microsoft Office 2010, which also includes Word and Excel. The Whole Test combines both the Normal and Power User tests.

Microsoft PowerPoint 2010 - Normal User test assesses the user's ability to perform common functions such as creating and formatting a presentation.

This Microsoft PowerPoint 2010 - Power User test is designed to assess candidates who will be required to use some of the more advanced features of the program on a daily basis. Graphics, Multimedia, Importing and Exporting, and Animation are among some of the topics addressed in this examination.

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Jicheng Xie



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