**EXERCISE 2**

1. Set up a new presentation of **4 slides**. The **slide master** must have a picture(washout color) at background and your student number in small black text in the bottom left corner. Place the auto slide number at the bottom right of each slide. Place clipart (you can choose any type) on the master slide as a logo at the top right of each slide.
2. Set the following styles of text throughout the entire presentation:  
     
   **Heading:** Black, Left aligned, large font(44 point)  
     
   **Subheading:** Black, left aligned, medium font (32 point)
3. **On the first slide: (LAYOUT= TITLE SLIDE)**

* 1. Enter the heading **LECTURE1**
  2. Enter the subheading Experts **COMPUTERS AND YOU** below the heading.

1. **On the second slide: (LAYOUT=TWO CONTENT)**
   1. Enter the heading **STUDENTS GRADES** in the same style as the first slide.
   2. Produce a column chart on the left side of the slide from the following data:

|  |  |  |
| --- | --- | --- |
| STDNO | EXAM | GRADE |
| 111 | MIDTERM | 90 |
| 222 | MIDTERM | 80 |
| 333 | MIDTERM | 60 |
| 444 | MIDTERM | 40 |

1. Produce a list on the right side of the slide, as shown below:  
   * + **MIDTERM**
     + **FINAL**
     + **LABQUZ1**

**On the third slide: (LAYOUT= TWO CONTENT)**

1. Enter the heading **LECTURE2** in the same style as the first slide.
2. Enter the following bulletted list on the left side of the slide:  
   * + **HARDWARE**
     + **SOFTWARE**
     + **UTILITY PROGRAM**
     + **APPLICATION PROGRAM**
3. Insert any **clipart** related with the heading **EDUCATION**  
   Resize and position it so that it almost fills the right half of the slide underneath th eheading.

**On the FOURTH slide: (LAYOUT= TITLE AND CONTENT)**  
 9. Enter the heading **LECTURE3** in the same style as the first slide.

1. Insert any **clipart** related with the heading **HARDWARE**

**For the whole presentaion:**

1. Use the **same transition effect** between slides.
2. Use **one animation effect on the title** of **all** slides.
3. Save the presentaion using a file name===🡺 stdnoexercise2.pptx