

Exercise 2

❖ Create a Presentation ❖ Display Slides ❖ Save a Presentation ❖ Print a Presentation

Notes

After you create a presentation, you can move between the slides to review and edit information. You also can **print** the presentation, which by **default** creates a printout of each slide as a separate page.

Vocabulary

print

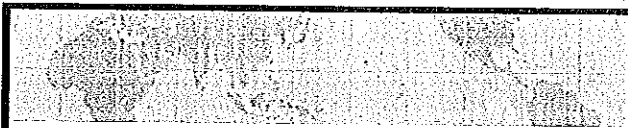
default


displaying a slide

deleting a slide

Directions


1. Create a new presentation, choosing a presentation design.
2. Create six slides using the layouts shown on the next page. Enter the text for each slide after you add the slide to the presentation.
✓ *You can use the Tab key and Shift+Tab to work with the indentation levels in bulleted lists.*
3. Use the Page Up key to return to slide 1.
4. Use the scroll bar to display slide 3.
5. Use the method of your choice to display slide 5.
6. Delete slide 5.
7. Return to slide 1.
8. Save the presentation file as CREATIVE.
9. Print the presentation using the default printing settings.
10. Close the presentation file.



 *Creative Works*

Web Site Services

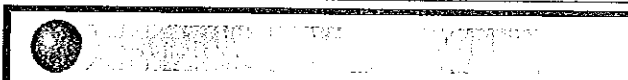
1



We Enhance Web Presence by...

- ◊ Registering your domain
- ◊ Identifying the approach that will appeal to your audience and customers
- ◊ Building a site that's fast and fun to use
- ◊ Adding interactive features like online ordering
- ◊ Maintaining and updating your site


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What a Deal! Service Packages

<ul style="list-style-type: none"> ◊ Plain Bean Burrito <ul style="list-style-type: none"> ▣ Domain registration ▣ Site hosting, up to 15M ▣ Site design (up to 10 linked pages) ▣ \$250 initial fee plus \$150 per month 	<ul style="list-style-type: none"> ◊ The Whole Tamale <ul style="list-style-type: none"> ▣ Domain registration ▣ Site hosting, up to 25M ▣ Site design (unlimited size) ▣ Online order processing ▣ \$500 initial fee plus \$250 per month
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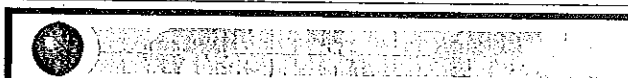
3



Want More? Other Services

- ◊ Spam filtering
- ◊ Customer database management
- ◊ Strategic alliance consulting
- ◊ Ad brokering
- ◊ Market research

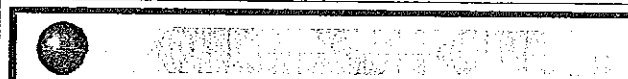
4



Customers We Serve

- ◊ Fox Brothers Home Store
- ◊ Castle China Replacements
- ◊ Beauty Cosmetics Distributors
- ◊ Interior Design Partners, Ltd.
- ◊ Killer App Software
- ◊ Pleasure Boats Cruise Lines

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Our Wild and Creative Staff...

<ul style="list-style-type: none"> ◊ Mark Masters <ul style="list-style-type: none"> ▣ President and CEO ◊ Jean Johnson <ul style="list-style-type: none"> ▣ Alliances Director ◊ Scott Stevens <ul style="list-style-type: none"> ▣ Technical Director ◊ Phillip Foster <ul style="list-style-type: none"> ▣ Design Director 	<ul style="list-style-type: none"> ◊ John Parker <ul style="list-style-type: none"> ▣ Technical Services ◊ Ann Cassell <ul style="list-style-type: none"> ▣ Technical Services ◊ Lynn Smith <ul style="list-style-type: none"> ▣ Designer ◊ Skip Larson <ul style="list-style-type: none"> ▣ Designer
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