

# Exercise 7

- ❖ **Open a Presentation** ❖ **Add New Slides**
- ❖ **Insert Clip Art on Slides** ❖ **Move Slides**

## Notes

Rarely will you create a perfect presentation the first time through. You may need to add more slides or rearrange slide order. You may also want to include slides with illustrations that emphasize your point. This exercise helps you practice those skills.

## Vocabulary

open a presentation file

clip art

placeholder


resize

## Directions

1. Open the PG07 presentation file.
2. Save the file as COMP2.
3. Insert a new title slide.
  - ✓ *Generally, inserting a new slide places it after the current slide in the presentation.*
4. Enter **A Brief History of PCs** as the slide title, and enter your name and the date as the subtitle.
5. Add a **clip art** picture of a computer to the title slide.
  - ✓ *When a slide doesn't hold a **placeholder** for clip art, use a command on the Insert menu to insert the clip art.*
6. **Resize** the clip art to a smaller size and move it to an empty location on the slide.
7. Display the last slide in the presentation.
8. Insert a new slide using a layout with both a bullet list and a clip art placeholder.
9. Enter the following slide title and bullet list:
  - Early Personal Computers (PCs)**
  - **1975: Altair kit sold for \$395**
  - **1975: IBM introduced the \$9,000 5100 PC**
  - **1976-77: Apple introduced the Apple I and Apple II**
10. Insert an appropriate piece of clip art using the clip art placeholder on the slide.
11. Spell check the presentation.
12. Display the small slide view.
13. Rearrange the slides into the order shown on the next page.
14. Save your changes to the presentation.
15. Close the presentation.

## A Brief History of PCs

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September 15, 1999



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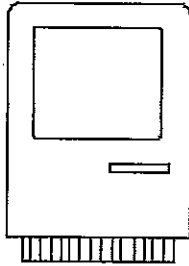
## Technology Milestones

- ◆ 1948: Bell Labs invented the transistor (semiconductor)
- ◆ 1959: Texas Instruments invented the integrated circuit, which holds multiple transistors
- ◆ 1969: Intel invented a 1K memory chip
- ◆ 1971: Intel invented the first microprocessor

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## Early Personal Computers (PCs)

- ◆ 1975: Altair kit sold for \$395
- ◆ 1975: IBM introduced the \$9,000 5100 PC
- ◆ 1976-77: Apple introduced the Apple I and Apple II



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## The First Commercially Viable PCs

- ◆ 1981: IBM released the IBM PC, the first direct ancestor of today's Windows-based systems
- ◆ 1984: Apple introduced the wildly successful Macintosh line, predecessor for today's Power Mac, Power Book, and iMac systems

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## Other Key Developments

- ◆ The Windows operating system
- ◆ The rise of the Internet
- ◆ Voice and data convergence

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