PowerPoint Chapter 1 Vocabulary

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| **Across****4.** text with a slanted appearance**5.** What can help you deliver a dynamic presentation.**8.** Segment of text with the same format that begins when you press the ENTER key and ends when you press the enter key again.**11.** specifies the height of the characters and is gauged by a measurement system that uses points**12.** The collection of slides.**14.** 1/72 of an inch in height**15.** View of the slide on the screen so that the text or other content is enlarged or shrunk**18.** a position within a structure such as an outline, that indicates the magnitude of importance.**20.** Appearance**21.** a slide that consists of more than one level of bulleted text**22.** Alternate designs for each theme**24.** boxes with dotted or hatch-marked borders that are displayed when you create a new slide.**25.** properties that include file system properties, such as the date you create or change a file and statistics, such as the file size | **Down****1.** A special effect used to progress from one slide o the next in a shlide show**2.** typeface**3.** properties associated with files and include author, title, and subject**6.** list of paragraphs, each proceeded by a bullet character**7.** Where slide width is greater than its height**9.** The view to use when making the final presentation**10.** Default slide when you open a new presentation.**13.** indicates how the characters are formated**16.** creating a lower level paragraph**17.** creating a higher level paragraph**19.** defines the hue of the characters**23.**  design with coordinating colors, fonts, and special effects. |