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The Study Materials Aimed to Help You Pass the Certification Exam

Exam : **MO-300**

Title : Microsoft PowerPoint
(PowerPoint and PowerPoint
2019)

Vendor : Microsoft

Version : DEMO

NO.1 On Slide 5, use the Draw tab to highlight the text '???' with the Yellow, 6 mm highlighter, approximately as shown:



Answer:

See the steps below.

- * Select the text that you want to
- * On the Home tab, select the arrow next to
- * Choose a color. The text you selected will be in the color you chose

=====
Screen TimeExhibit.



What is a screen?



- ▶ TVs and monitors
- ▶ Computers and laptops
- ▶ Tablets
- ▶ Smartphones
- ▶ Video games

What are the dangers of too much screen time?

- ▶ Increased hyperactivity
- ▶ Decreased focus
- ▶ Poor school performance
- ▶ Difficulty making friends
- ▶ Irregular sleep patterns
- ▶ Obesity

How much screen time is acceptable?

- ▶ Children younger than 2 years old: none
- ▶ Children 2–5 years old: 1 hour/day
- ▶ Children 6 years old and older: 2 hours/day



Summary

[Add presentation summary here.]

NO.2 On the "Travel Destinations" slide, add the alt text description " Ocean' to the image.

Answer:

See the Steps below

* Do one of the following: Right-click the object and select Edit . Select the object. Select Format > Alt Text. ...

* In the Alt Text pane, type 1-2 sentences in the the object and its context to someone who cannot see it.

NO.3 On the "Price Comparison" slide. In the content placeholder, create a 3-D Clustered Column

chart that displays on the table content.

You may copy and paste or manually enter the table data in the chart worksheet.

Answer:

See the Steps below

Explanation

On the Insert tab, in the Illustrations group, click Chart. In the Insert Chart dialog box, click a chart, and then click OK