**Questions and Answers**

Slides

# **Section 1: Introduction**

### 01-01 Introduction to Google Slides

Q: What can the lessons in this Google Slides course do for you?

1. Increase your efficiency in creating Slides.
2. Demonstrate multiple ways Slides can be used other than for presentations.
3. Improve your collaboration with others.
4. **All of the above.**

# **Section 2: Google Slides**

### 02-01 Getting Started

Q: Which of the following statements about themes in Google Slides is NOT true?

1. Themes provide a cohesive look for your slides with pre-designed fonts and color palettes.
2. You can customize themes by modifying fonts and colors within the theme builder.
3. Themes are a great way to ensure your slides all have the same background image.
4. **It's recommended to avoid using themes altogether for maximum design flexibility.**

### 02-02 View Options

Q: Which of the following statements about guides in Google Slides is **NOT** true?

1. Guides are invisible lines that help you align objects on your slides.
2. You can show or hide guides at any time using the View menu.
3. **Guides are automatically inserted based on the content of your slides.**
4. You can drag and reposition guides to customize their placement.

### 02-03 Editing Slides: Part 1

Q: You want to add an image to your Google Slide, but it's not saved on your computer. How can you insert the image?

1. Use the search web feature for inserting images.
2. Use the by URL feature for inserting images.
3. Pull the image from Google Photos.
4. **All of the above.**

### 02-04 Editing Slides: Part 2

Q: When creating a visual representation of a process or relationship in Google Slides, which of the following is the most **efficient** way to achieve this?

1. Manually drawing shapes and lines to create the diagram.
2. **Selecting “Diagrams” from the "Insert" menu and choosing from a variety of pre-made diagrams.**
3. Importing a complex diagram created in another design software.
4. Copying and pasting a diagram from a website directly onto the slide.

### 02-05 Theme Builder: Part 1

Q: You're creating a series of flyers in Google Slides that all share a consistent visual style. What is the BEST way to achieve this using the features covered in the course?

1. Apply a premade theme to each flier individually.
2. **Create a custom theme in the theme builder with your desired fonts and colors.**
3. Edit the background image of a single slide and copy/paste it onto all other flyers.
4. Design each flier from scratch to ensure maximum creative freedom.

### 02-06 Theme Builder: Part 2

Q: Google Slides is a presentation tool that can only be used for standard presentations.

1. True
2. **False**

### 02-07 Collaboration

Q: When working on a design project in Google Slides with a teammate, you want to point out a specific element that needs adjustment. How can you use the comments feature most effectively?

1. Select the slide, click “Add comment” and write a general comment about the design.
2. Mention the element you want to change in the speaker notes section.
3. Download the slide and add annotations using external editing software.
4. **Select the object directly, click "Add comment" and type your feedback about the element in question.**

### 02-08 Motions

Q: When designing a presentation in Google Slides, you want to add subtle movement to specific objects to grab attention. Which of the following would be most appropriate for this scenario?

1. Slide Transitions: dramatic scene changes between slides.
2. **Object Animations: dynamic entrances and exits for text and objects on a single slide.**
3. Theme builder: pre-designed color palettes and fonts.
4. View menu: options for customizing the workspace layout.

### 02-09 Present

Q: Which of the following is NOT a presenter tool available in Google Slides?

1. **Live polls**
2. Laser pointer
3. Live captioning
4. Audience Q&A