

1. What is a sound clip?

- ☐ (A) A type of computer virus
- ☐ (B) A small audio recording
- ☐ (C) A video clip with no visuals

2. How do you record a sound clip on your computer?

- ☐ (A) Connect your speakers to the microphone jack
- ☐ (B) Connect your microphone to the speaker jack
- ☐ (C) Connect your microphone to the microphone jack

3. Which program can you use to view images on your computer?

- ☐ (A) Microsoft Word
- ☐ (B) Microsoft Excel
- ☐ (C) Microsoft Photos

4. How can you zoom in on an image in Microsoft Photos?

- ☐ (A) Press Ctrl +
- ☐ (B) Press Ctrl -
- ☐ (C) Both a and b

5. How can you delete an image in Microsoft Photos?

- ☐ (A) Press the Delete button
- ☐ (B) Right-click on the image and select Delete
- ☐ (C) Both a and b

6. What is a video clip?

- ☐ (A) A type of computer game
- ☐ (B) A kind of short film
- ☐ (C) A type of image file

7. Which program can you use to watch videos on your computer?

- ☐ (A) Microsoft Word
- ☐ (B) Microsoft Excel
- ☐ (C) Microsoft Photos

8. What is red eye?

- ☐ (A) A type of camera
- ☐ (B) A problem with flash photography
- ☐ (C) A type of computer virus

9. How can you fix red eye in a photo?

- ☐ (A) Use the Spot fix tool
- ☐ (B) Use the Red eye tool
- ☐ (C) Use the Crop & rotate tool

10. What is retouching?

- ☐ (A) Removing small imperfections from a photo
- ☐ (B) Adding new elements to a photo
- ☐ (C) Changing the colors of a photo

11. How can you retouch a photo in Microsoft Photos?

- ☐ (A) Use the Spot fix tool
- ☐ (B) Use the Red eye tool
- ☐ (C) Use the Crop & rotate tool

12. What is cropping?

- ☐ (A) Adding new elements to a photo
- ☐ (B) Removing parts of a photo
- ☐ (C) Changing the colors of a photo

13. How can you crop a photo in Microsoft Photos?

- ☐ (A) Use the Spot fix tool
- ☐ (B) Use the Red eye tool
- ☐ (C) Use the Crop & rotate tool

14. What is the significance of the word "multimedia"?

- ☐ (A) It's a word of the year award winner
- ☐ (B) It's a type of computer virus
- ☐ (C) It's a type of video game

15. Which port should you connect your microphone to on your computer?

- ☐ (A) Speaker port
- ☐ (B) Microphone port
- ☐ (C) A and B

16. What should you click on in the Voice Recorder window to start recording?

- ☐ (A) Microphone 1
- ☐ (B) Microphone 2
- ☐ (C) Microphone 3

17. What should you click on to view your images as a slide show in Microsoft Photos?

- ☐ (A) Zoom slider
- ☐ (B) Delete button
- ☐ (C) Slideshow button