

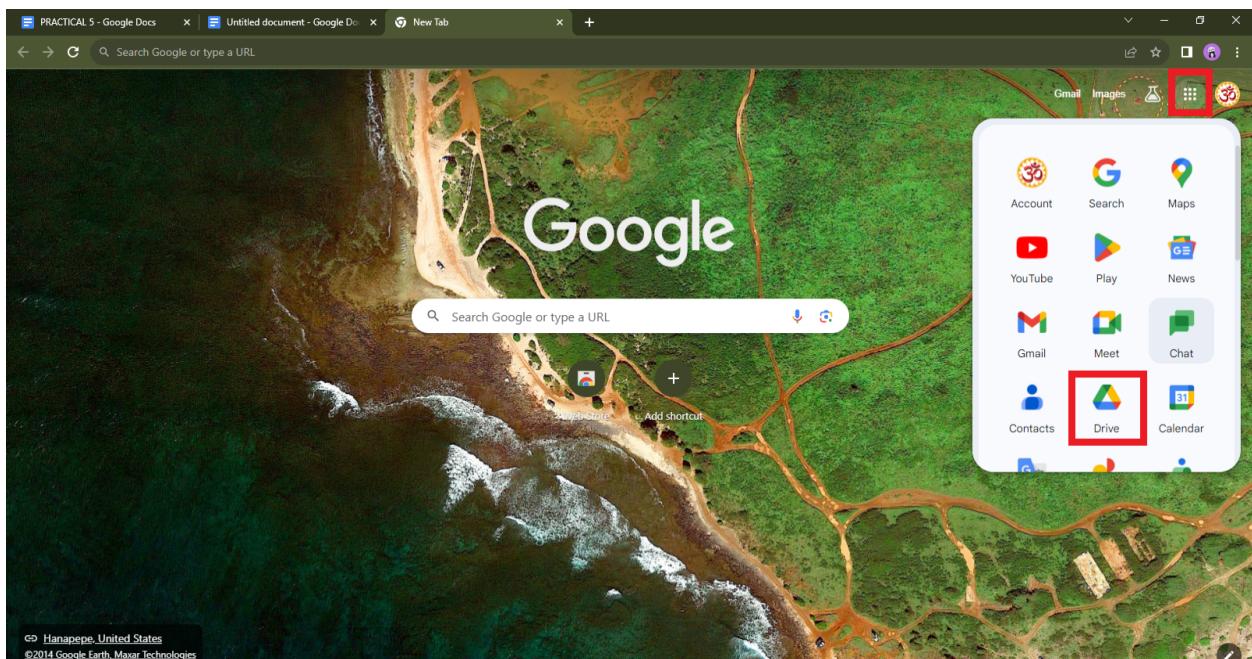
Practical 5

AIM: Create Presentations using Google Slides

Go to Google's home page and click on the grid in the upper right hand corner.

Click on the Drive icon. You will be redirected to a login page if you are signed out, if not you will be taken to your Drive.

You can also just type in slides.google.com, login if you haven't already, and will be taken to the Slides page.



From your Drive, click the Blue new button on the left side of the page. Select “Google Slides” from the drop-down menu.

For more options, hover over the arrow on the right edge of the Google Slides option, where a smaller drop-down menu will appear. From here you can select to create a presentation from a template or a blank slide.

The screenshot shows the Google Drive interface. On the left, there's a sidebar with options like 'New folder', 'File upload', 'Folder upload', and a list of Google services: Google Docs, Google Sheets, Google Slides, Google Forms, and More. Below this is a storage summary: '7.6 MB of 15 GB used' and a 'Get more storage' button. The main area displays three items: 'Untitled document' (last modified Sep 28, 2023), 'AIM: Create and edit document...' (last modified Sep 28, 2023), and 'PRACTICAL 5' (last modified Sep 21, 2023). A red box highlights the 'Google Slides' option in the sidebar. To the right, there's a 'My Drive' section with 'Details' and 'Activity' tabs, showing a profile picture and a message: 'Select an item to see the details'.

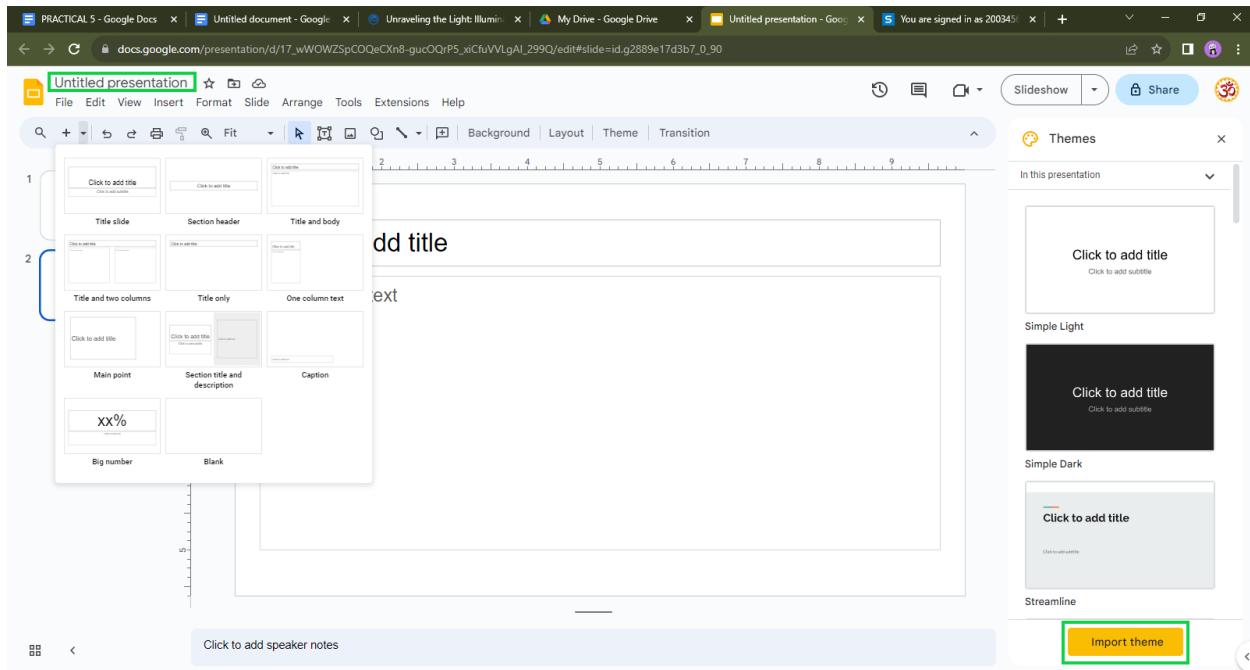
If you are on the Slides page, select an option from the top of the page to create a new slide.

You can press the White Square with a Plus sign for a blank slide, or click one of the templates.

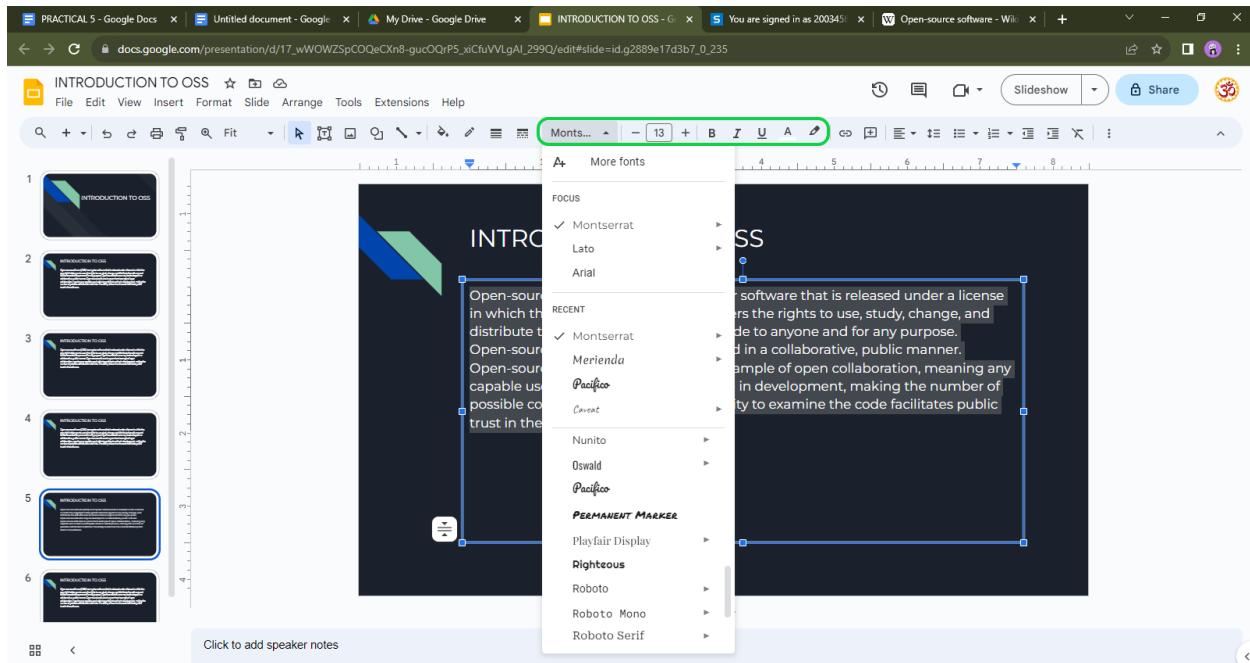
Click on the Template Gallery option, where more templates will show up.

The screenshot shows a Google Slides presentation titled 'Untitled presentation'. The first slide has a blue border and contains the text 'Click to add title' and 'Click to add subtitle'. In the bottom-left corner of the slide, there's a white square with a green plus sign, which is highlighted with a green box. The slide number '1' is at the top left. The top navigation bar includes 'File', 'Edit', 'View', 'Insert', 'Format', 'Slide', 'Arrange', 'Tools', 'Extensions', and 'Help'. To the right of the slide, there's a 'Themes' panel titled 'In this presentation' showing three themes: 'Simple Light' (yellow border), 'Simple Dark' (black border), and 'Streamline' (light gray border). At the bottom of the slide, there's a 'Click to add speaker notes' placeholder. The URL in the address bar is 'docs.google.com/presentation/d/17_wWOWZSpCOQeCXn8-gucOQnP5_xiCfuVVLgAI_299Q/edit#slide=id.p'.

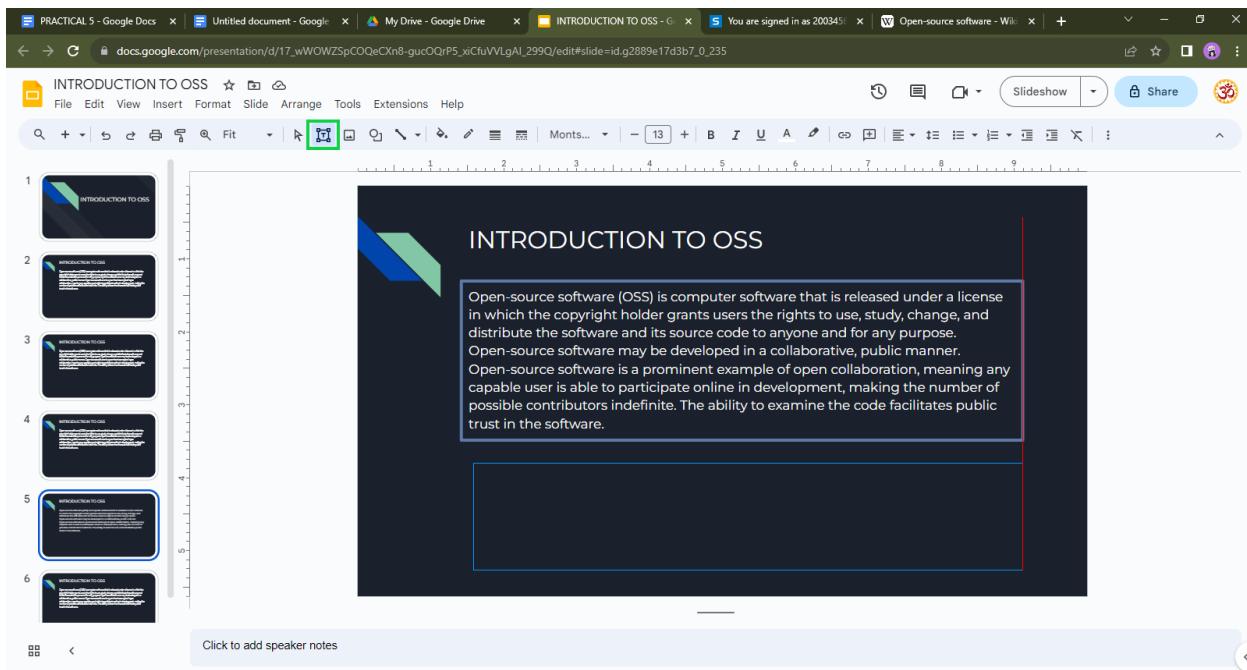
Name your slide and select a theme.



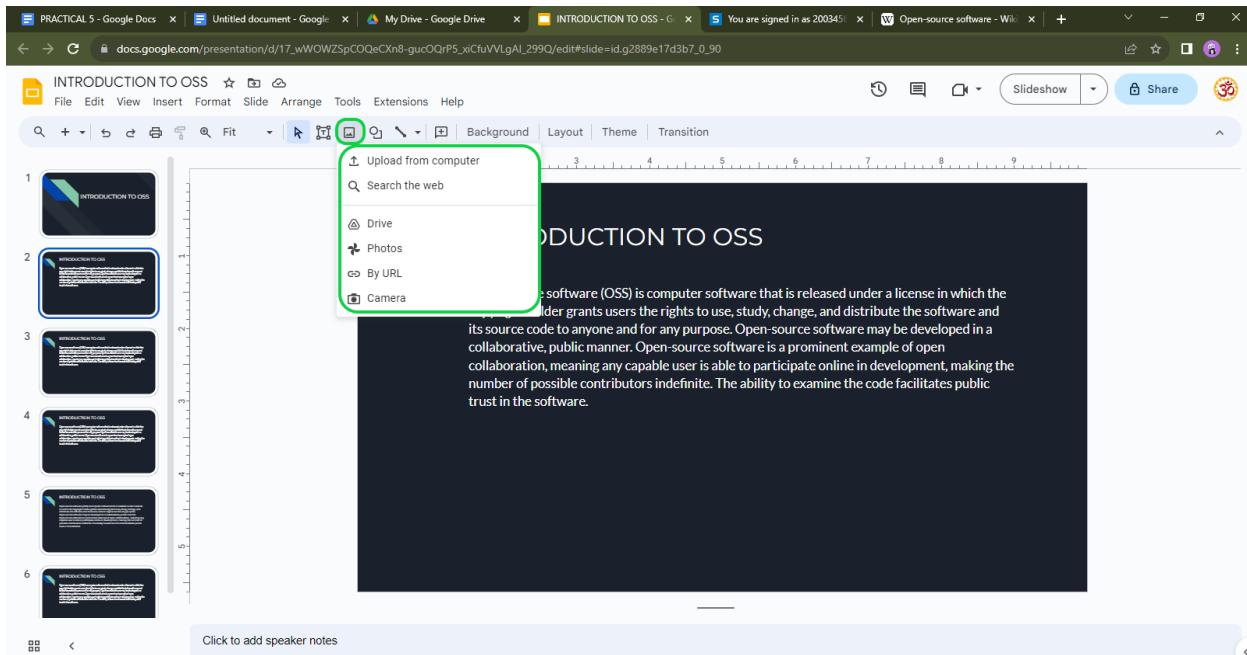
Select the text and edit Fonts, color, size, paragraph indentation, etc.



Select to add a text box.



Select to insert images into Presentation.



The screenshot shows a Google Slides presentation titled "INTRODUCTION TO OSS". The slide content includes a large text block about open-source software, a small image of a laptop displaying "Open Source Software", and a call-to-action "Click to add speaker notes". The left sidebar shows a thumbnail view of six slides, with the third slide being the current one.

Select to add Tables and charts into Presentation.

The screenshot shows the "Insert" menu in Google Slides, with the "Table" option highlighted and circled in green. The main slide content is identical to the previous screenshot, featuring the "INTRODUCTION TO OSS" title and a call-to-action.

The screenshot shows a Google Slides presentation titled "INTRODUCTION TO OSS". The main slide features a table with columns for "Sr.No", "OSS", and "Free". Below the table is a line graph titled "Points scored" comparing "Period 1" and "Period 2" across four teams. The sidebar on the left displays four additional slides, each titled "INTRODUCTION TO OSS". The top navigation bar includes links to various Google services like Docs, Sheets, and Slides.

Select to add animation.

This screenshot shows the same Google Slides presentation with the "Insert" menu open. The "Animation" option is highlighted with a green border. The main slide content remains the same, featuring the title "INTRODUCTION TO OSS" and the line graph. The sidebar and top navigation bar are also visible.

Select to Share.

The screenshot shows a Google Slides presentation titled "INTRODUCTION TO OSS". The slide content includes a large blue and green graphic on the left, the title "INTRODUCTION TO OSS" at the top center, and a detailed text block about open-source software. A small image of a laptop displaying "Open Source Software" is also present. The sidebar on the left lists six slides, and the top navigation bar includes a "Share" button highlighted with a green oval.

INTRODUCTION TO OSS

Open-source software (OSS) is computer software that is released under a license in which the copyright holder grants users the rights to use, study, change, and distribute the software and its source code to anyone and for any purpose. Open-source software may be developed in a collaborative, public manner. Open-source software is a prominent example of open collaboration, meaning any capable user is able to participate online in development, making the number of possible contributors indefinite. The ability to examine the code facilitates public trust in the software.

Open Source Software

Click to add speaker notes