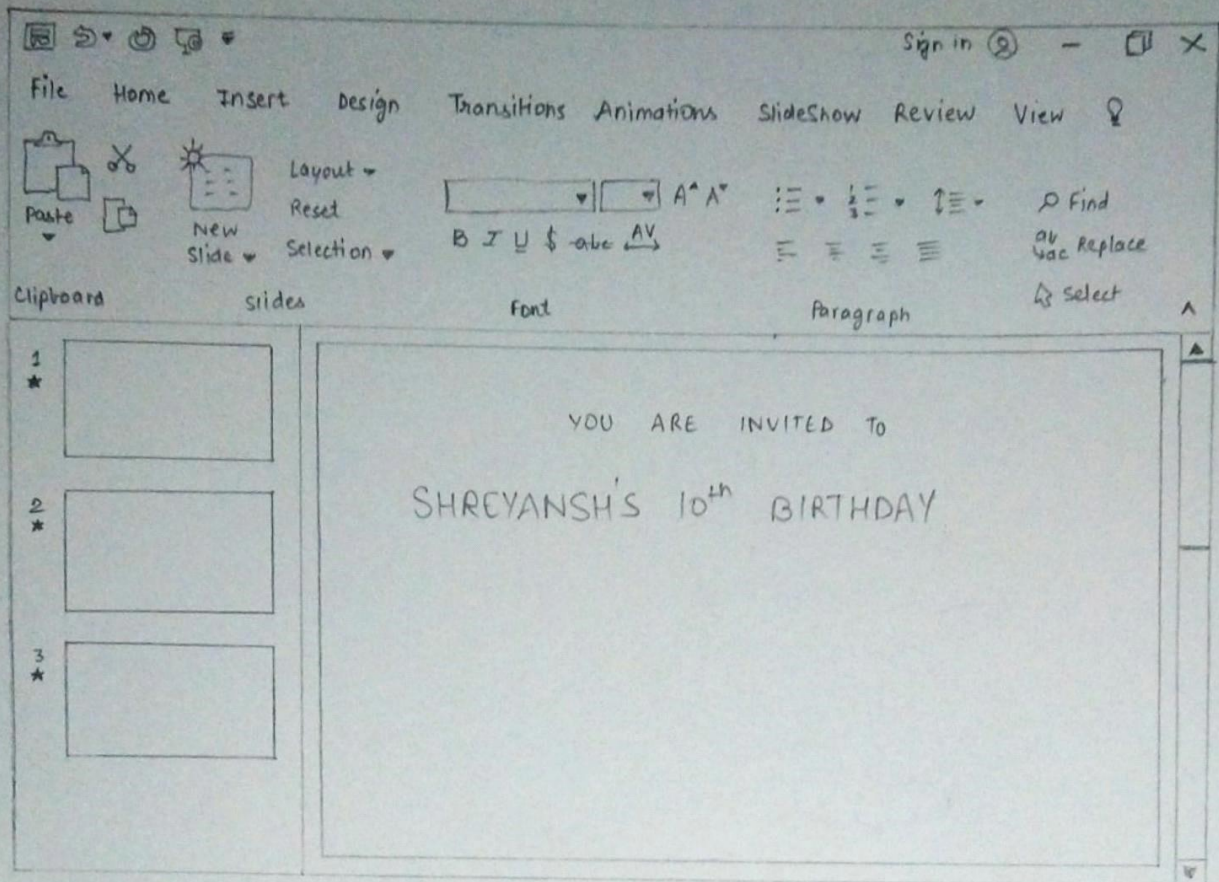


ASSIGNMENT 01

CREATE A POWERPOINT PRESENTATION CONTAINING AN INVITATION .



SLIDE 1

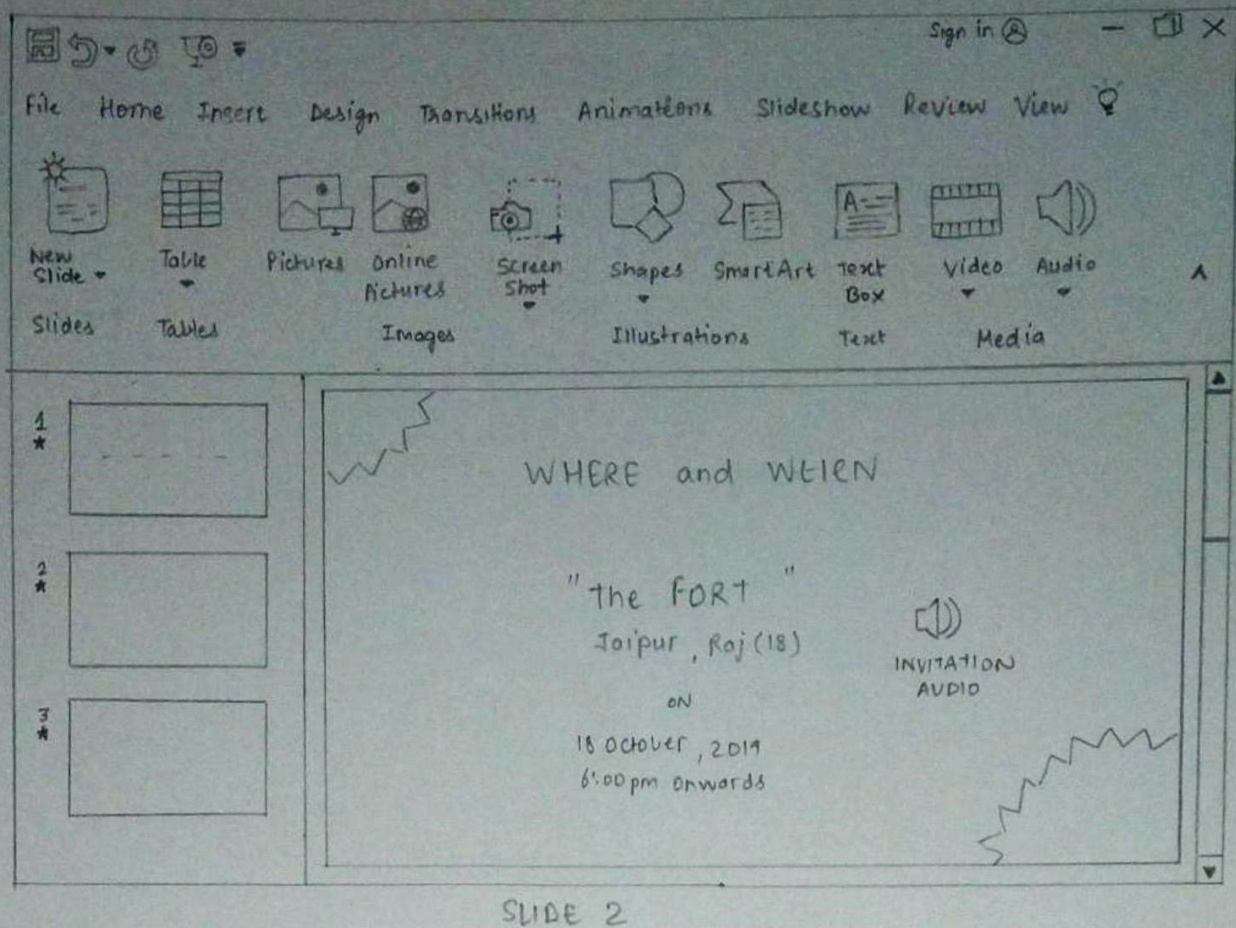
STEPS :

STEP 1 : Select your Design from the Design Tab .

STEP 2 : Select Font - Color and font - size from the Home Tab .

STEP 3 : You can also Insert Pictures , shapes from the Insert tab as per your requirement .

STEP 4 : You can also animate your Text using animations from the Animations tab



SLIDE 2

In this slide, we have to insert an audio clip containing the audio inviting the guests to the party with the party's venue.

STEPS :

STEP 1 : select your Design of slide from the Design Tab.

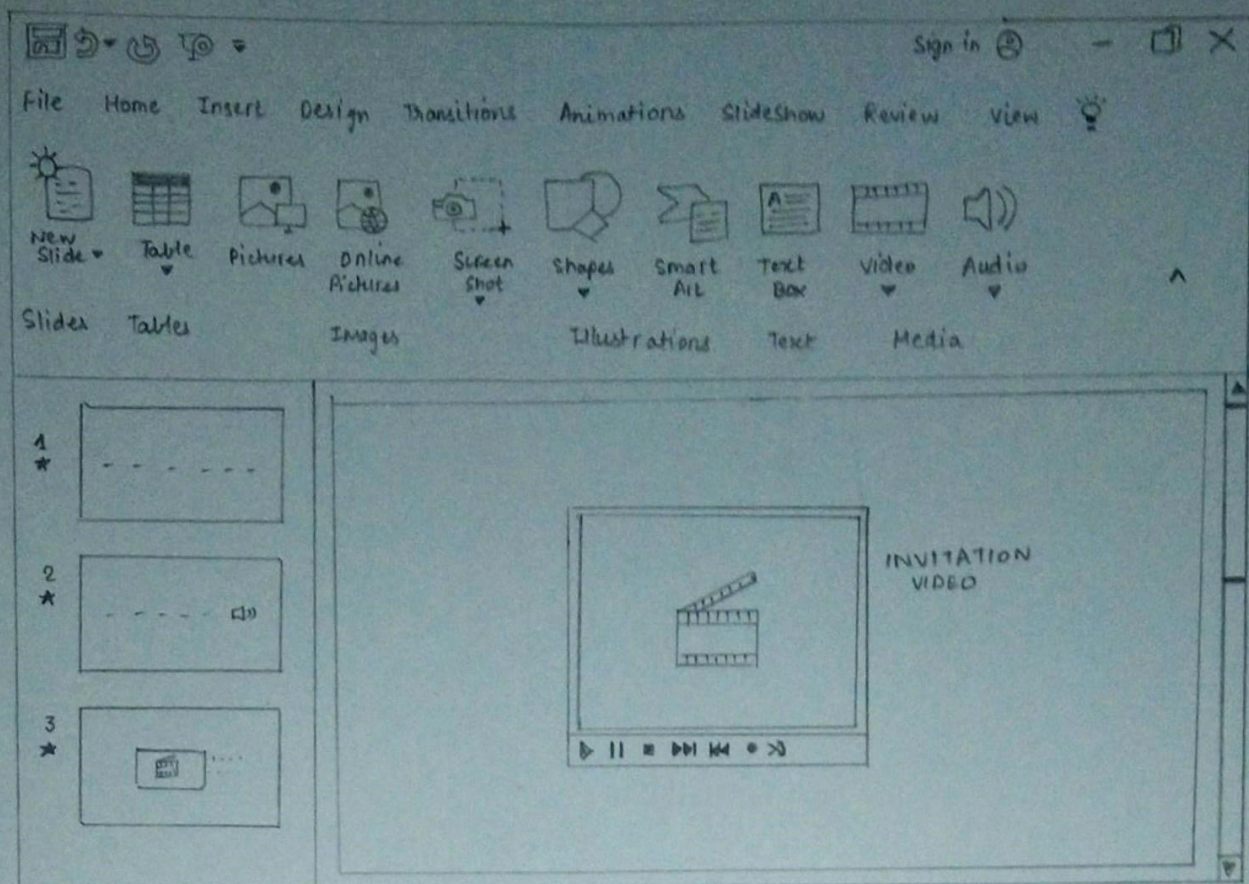
STEP 2 : select the font style and color for your text.

STEP 3 : To Insert Audio, we have to select the AUDIO option for audio from the Media section of Insert tab.

STEP 4 : select format and choose your Audio with the help of BROWSE Button.

STEP 5 : You can also set the volume and Speed of the Audio Clip

STEP 6 : To Animate the text and slide transition, you can go to transition and Animation Tab.



SLIDE 3

In this slide, we have to insert a video clip which contains the video including the invitation details with personal video of the organizer.

STEPS :

- STEP 1 : select your Design of slide from the Design Tab.
- STEP 2 : select the FONT STYLE and COLOR and SIZE of the Text.
- STEP 3 : To Insert Video, we will select the VIDEO option from the Insert Tab and Browse the Video Clip to insert.
- STEP 4 : select Format and choose the playback speed, Volume and other option as per requirement
- STEP 5 : The Video size can also be defined accordingly.
- STEP 6 : The Video is inserted and ready to be played
- STEP 7 : Add Animations and Transitions.
- STEP 8 : Save the Presentation pressing CTRL + S and browse the place where you want to save the presentation.

EXPERIMENT 02

USING AUDACITY (or other Audio editing tool) RECORD THE ROOM NOISE and A PARAGRAPH AND SAVE THE CLIP. THEN REDUCE THE NOISE and SAVE THE CLIP.

STEPS :

STEP 1 : Open Audacity. Click on File Menu and select Open Option.

STEP 2 : A DIALOG -BOX will open. select the recording you have recorded and click on OPEN Button.

STEP 3 : Now Press CTRL + A to select the whole graph then click on Effect Menu, search for NOISE REDUCTION option and click on it.

STEP 4 : A dialog Box will appear.

STEP 5 : Click on the GET NOISE PROFILE Button.

STEP 6 : Again select NOISE REDUCTION from the Effect Menu. Again a Dialog Box Appears.

STEP 7 : Now set the noise Reduction from the option, sensitivity and frequency smoothing.

STEP 8 : In the bottom you will see 2 Radio Buttons,
• REDUCE • RESIDUE

STEP 9 : Select REDUCE.

STEP 10 : You can PREVIEW your voice. It is in the bottom left corner.

* YOU ARE DONE WITH THE EDITING and YOU CAN SAVE THE FILE WHERE YOU WANT TO.

ASSIGNMENT 03

RECORD A AUDIO "My Name is [YOUR NAME]" and "My GMAIL Password is ". APPLY A TONE FOR THE TIME INTERVAL WHERE PASSWORD IS REVEALED.

STEPS:

- STEP 1 : Open Audacity . Click on file Menu and select Open Option.
- STEP 2 : A dialog Box will open . select the recording you have recorded and click on the OPEN Button .
- STEP 3 : In the Audio track , select the part where your GMAIL Password is revealed .
- STEP 4 : select the GENERATE option and click on TONE .
- STEP 5 : A dialog Box will appear . In the waveform , you can choose different types of sound , You can set your Frequency , Amplitude and set the DURATION .
- STEP 6 : You can check the sound of beep by clicking on PREVIEW option in button at the bottom left corner .
- STEP 7 : Click OK . Now Play the Voice . You will listen the sound of Beep when the GMAIL Password is revealed .

* THERE YOU GO , THE BEEP SOUND IS BEING ATTACHED TO THE SOUND CLIP and NOW YOU CAN SAVE THE FILE WITH DESIRED NAME and LOCATION .