## Challenge Exercise

Media And Action Buttons

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| **Tasks:** | | **Completed:** |
|  | Before starting this exercise you MUST have completed all of the topics in the chapter Media And Action Buttons… |  |
|  | Open the presentation ***PE\_Media.pptx*** (it can be found in the same folder as the student files) | ⬜ |
|  | On slide ***1*** insert the audio clip ***audio*** from the ***Course Files*** folder then move it into the top right corner, below the heading as shown in sample *A* on the next page | ⬜ |
|  | Edit the audio clip to start automatically, fading in after 3 seconds. Hide the audio clip during the show, set it to play in the background and to rewind after it has finished playing | ⬜ |
|  | On slide ***5*** insert an online video documenting the process of plastic bag recycling | ⬜ |
|  | Enlarge the media clip to make the best use of the available space | ⬜ |
|  | Format the media clip to increase the contrast to ***+20%*** and apply the ***Bevel Reflected*** video style  *The slide should appear similar to that shown in sample B on the next page…* | ⬜ |
|  | Insert action buttons, ***1.5cm*** high and ***1.5cm*** wide, using default settings, on the slides as follows:  **Slide** **Button** **Position**  ***1*** ***Forward or Next*** ***Bottom right***  ***2*** to ***4*** ***Back or Previous*** ***Top left***  ***Forward or Next*** ***Top right***  ***5*** ***Home*** ***Top right*** | ⬜ |
|  | Optimise and compress the presentation to internet quality, then run the slide show and test the media and action buttons | ⬜ |
|  | Use the ***Save As*** command to save the presentation as ***PE\_Media (Completed).pptx*** | ⬜ |

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| **Files required for exercise:** | *PE\_Media.pptx* |
| **Files/work created by student:** | *PE\_Media (Completed).pptx* |
| **Exercise Completed:** | ⬜ |

## Challenge Exercise Sample

Media And Action Buttons



**A**

**B**