



# Microsoft PowerPoint 2016 - Normal User

**Test Results for:** 6ee46400-cbec-4f0e-  
b774-ce1e0035155a  
anonymous

**Test Date:** 2/13/2018  
**Elapsed Time:** 00:26:48  
**Questions Correct:** 25 out of 30  
**Percent Correct:** 83%



## Detail Score Report

Q#	Status	Task	Topic	Level	Time
1	Correct	Inserting Slides	Formatting and Editing	Basic	00:00:24
2	Correct	Add Text to a Slide	General Commands and Properties	Basic	00:00:08
3	Correct	Increase the List Level	Formatting and Editing	Basic	00:00:17
4	Correct	Applying a Theme	Theme and View Options	Intermediate	00:00:46
5	Correct	Centering Text	Formatting and Editing	Basic	00:00:09
6	Correct	Character Spacing	Formatting and Editing	Intermediate	00:01:20
7	Incorrect	Editing Text	General Commands and Properties	Basic	00:03:38
8	Correct	Slide Navigation	Theme and View Options	Basic	00:00:07
9	Correct	Changing Views	Theme and View Options	Basic	00:00:59
10	Correct	Rearranging Slides	Theme and View Options	Basic	00:00:14
11	Correct	Changing Slide Layout	Formatting and Editing	Intermediate	00:01:36
12	Correct	Inserting a Picture	Insert Tools	Intermediate	00:00:09
13	Correct	Changing Picture Styles	Insert Tools	Advanced	00:02:11
14	Correct	Changing Theme Colors	Theme and View Options	Intermediate	00:01:04
15	Correct	Hiding Slides	Animation and Slide Show Tools	Basic	00:01:18
16	Correct	Adding Transitions	Animation and Slide Show Tools	Intermediate	00:00:07
17	Correct	Customizing Animation	Animation and Slide Show Tools	Advanced	00:00:34
18	Correct	Customizing Slide Numbers	Insert Tools	Intermediate	00:02:02
19	Incorrect	Set Automatic Slide Timings	Animation and Slide Show Tools	Advanced	00:00:59
20	Correct	Changing Chart Style	Chart Tools	Intermediate	00:00:39
21	Correct	Legend	Chart Tools	Intermediate	00:00:36
22	Incorrect	Custom Animation	Chart Tools	Advanced	00:01:05
23	Incorrect	Formatting Font	Formatting and Editing	Intermediate	00:00:21
24	Correct	Inserting a Table	Insert Tools	Basic	00:00:20
25	Correct	Moving Objects	General Commands and Properties	Basic	00:00:07
26	Correct	Deleting Slides	Formatting and Editing	Basic	00:00:06
27	Correct	Inserting a Note	General Commands and Properties	Basic	00:01:47
28	Correct	Save As	General Commands and Properties	Basic	00:00:23
29	Incorrect	Print Outline View	General Commands and Properties	Basic	00:01:19
30	Correct	Run Slide Show	Animation and Slide Show Tools	Basic	00:00:13

## Question Level Statistics

Level	Number of Questions	Number Correct	Total Percentage
Basic	16	14	88%
Intermediate	10	9	90%
Advanced	4	2	50%
<b>Total</b>	<b>30</b>	<b>25</b>	<b>83%</b>



## Question Topic Statistics

Topic	Number of Questions	Number Correct	Total Percentage
Formatting and Editing	7	6	86%
General Commands and Properties	6	4	67%
Theme and View Options	5	5	100%
Insert Tools	4	4	100%
Animation and Slide Show Tools	5	4	80%
Chart Tools	3	2	67%
<b>Total</b>	<b>30</b>	<b>25</b>	<b>83%</b>

## Test Description

Microsoft PowerPoint 2016 is a presentation designer used to create overhead slides and computer-based presentations. This program is included in Microsoft Office 2016, which also includes Word and Excel. Microsoft PowerPoint 2016 - Normal User test assesses the user's ability to perform common functions such as creating and formatting a presentation.