

- 1. In the A:\ drive, open PL Advisory.shw.
- 2. Play the slide show, using QuickPlay.
- 3. Use the mouse to advance through Slides 1 through 4 of the slide show.
- 4. Using the keyboard, return to Slide two of the slide show.
- 5. Go directly to Slide 5.
- 6. Go to the first slide.
- 7. Go to the last slide.
- 8. End the slide show.
- 9. Specify the display sequence of the first slide to advance automatically after 1 second, and then display the rest of the slides to transition after 2 seconds, with bullets appearing immediately after each slide appears.
- 10. Set up the highlighter so that the presenter can draw on the screen using a thick, white line.
- 11. Play the slide show and use the highlighter on Slide 4 to circle the dollar amount, \$55.
- 12. Erase the circle around \$55 and then circle to highlight the 5% in the next line.
- 13. Continue the slide show until it is finished.
- 14. Use the menu method to apply the transition effects to the slides specified in Table 5-4.

Slide	Transition Effect	Direction	Speed
1	Burst In	not applicable	Fast
2	Slide Out	Left to Right	Medium
3 and 4	Dissolve	not applicable	Slow

 Table 5-4: Transition Effects for Slides One through Four