

[Steps for Adding Quiz to Business Presentation using Animation Part 2 Creating Multiple Choice Questions and Answers](#)

[Download this document](#)

In this tutorial I will explain how to make an effective and a killer presentation by adding **Multiple Choice** quiz questions and answers in business presentation using **Animation option** in Microsoft Power point 2007.

This method will also add interactivity during the presentation which will enable participation of attendees in the meeting, more so in a virtual presentation. If you can make the audience participate, definitely the message you are trying convey will be accepted by the audience.

Here are few steps to ***create a multiple choice quiz based presentation using animation option in Microsoft Power Point 2007.***

Step 1: Power point templates, graphics and icons

For any presentations you should ensure you have 3 basic components

- Excellent Power Point Templates ,
- Good Graphics and
- Creative Icons, Buttons, Images

I have done some research in the web and have identified that [Presentation Pro Site](#) has excellent templates, graphics and icons for a reasonable price. For discount pls use **discount Code: jazz97338**

I have created a sample Multiple Choice quiz based business presentation using animation in Microsoft Power Point 2007 for you, which you can [download from here](#).

Step 2: Adding Multiple Choice Business Question

Step 2.1: Setting the Question

For our example I have taken a business related question

“What is our Revenue Target for Next Financial Year?”

The answer to this is **4,250,000 USD**

The image shows us the screen shot from the slide with this question and possible answers.

In next few steps I will explain how to use animation to get the answer.

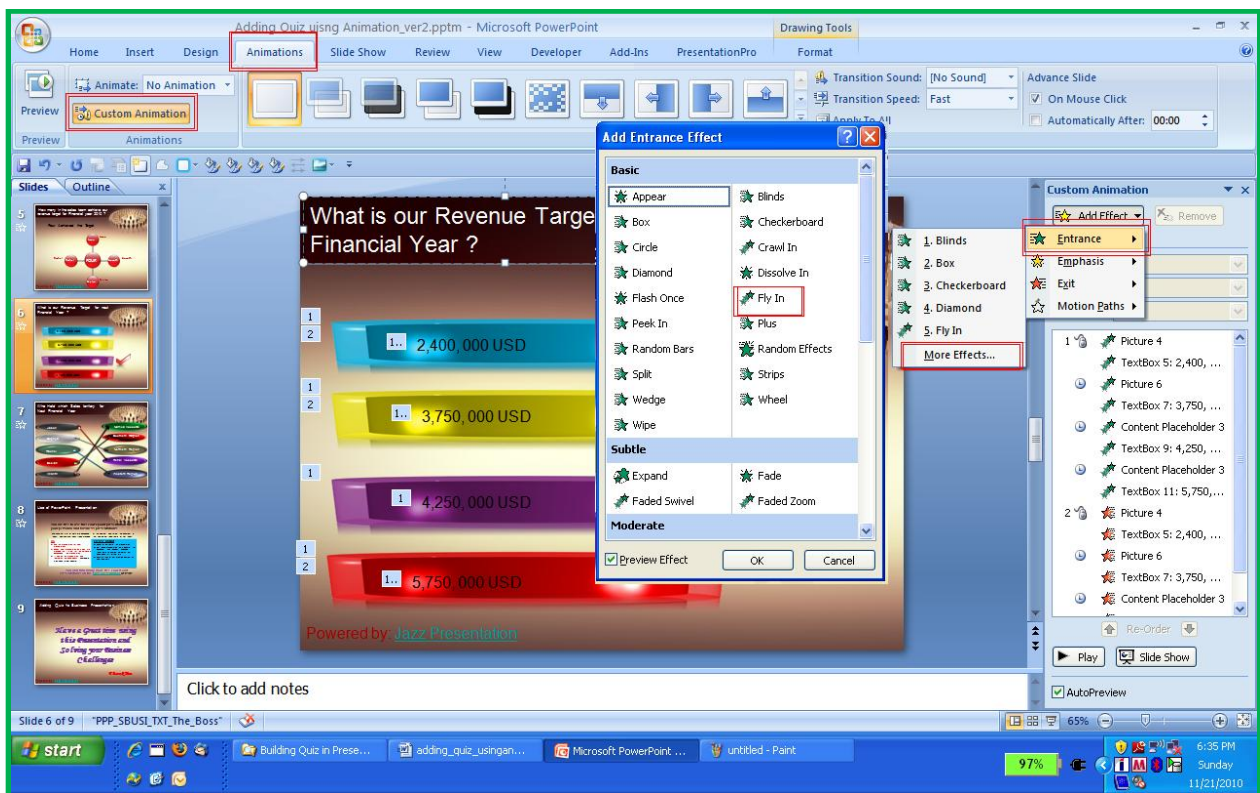


Step 2.2: Adding Animation to the Multiple Choice Answers

Add animation to the four answers to the questions on how they enter to the slide.

Follow the steps below

1. Select the **Animation menu**.
2. Select the **Custom Animation Option** which will open the custom animation window on the right hand side.
3. In Custom animation window select **Add Effects**.
4. Select option **Entrance**, and then select **More Effects** in the sub menu.
5. In **Add Entrance Effects** menu select **Fly in** (I have selected Fly in and related effects but you can select any of the animations available based on your need). This fly in effect will make the answers to fly in from the bottom with particular speed. (Details are discussed in next step).



6. Repeat the above steps for all the four answers. We will have to set for the buttons (Images) and for the text box

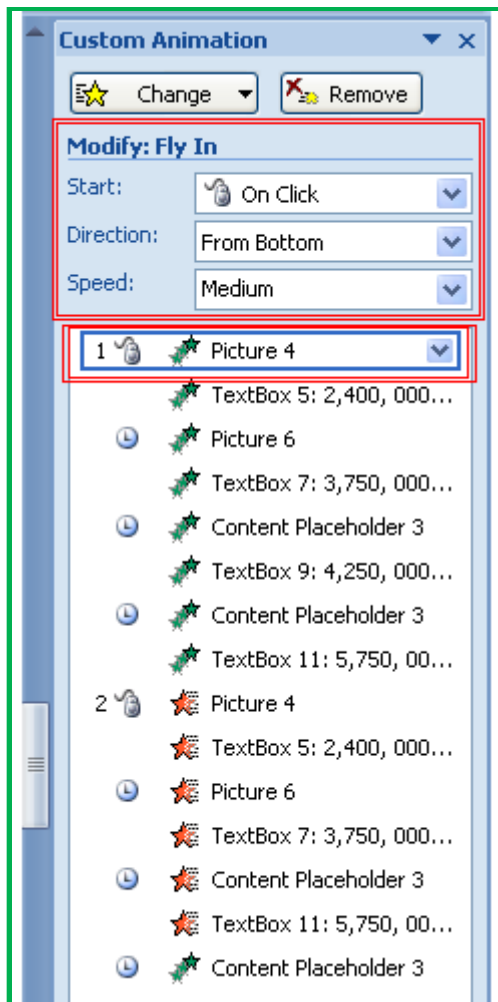
Step 2.3: Setting values to animation for the entire four questions

We will have to set three values to the animation we have created so far.

- How the animation will start? (On Click or With Previous or After Previous Animation)
- Direction – From which direction the button and text box will enter.
- Speed of Animation. (Slow, fast, medium)

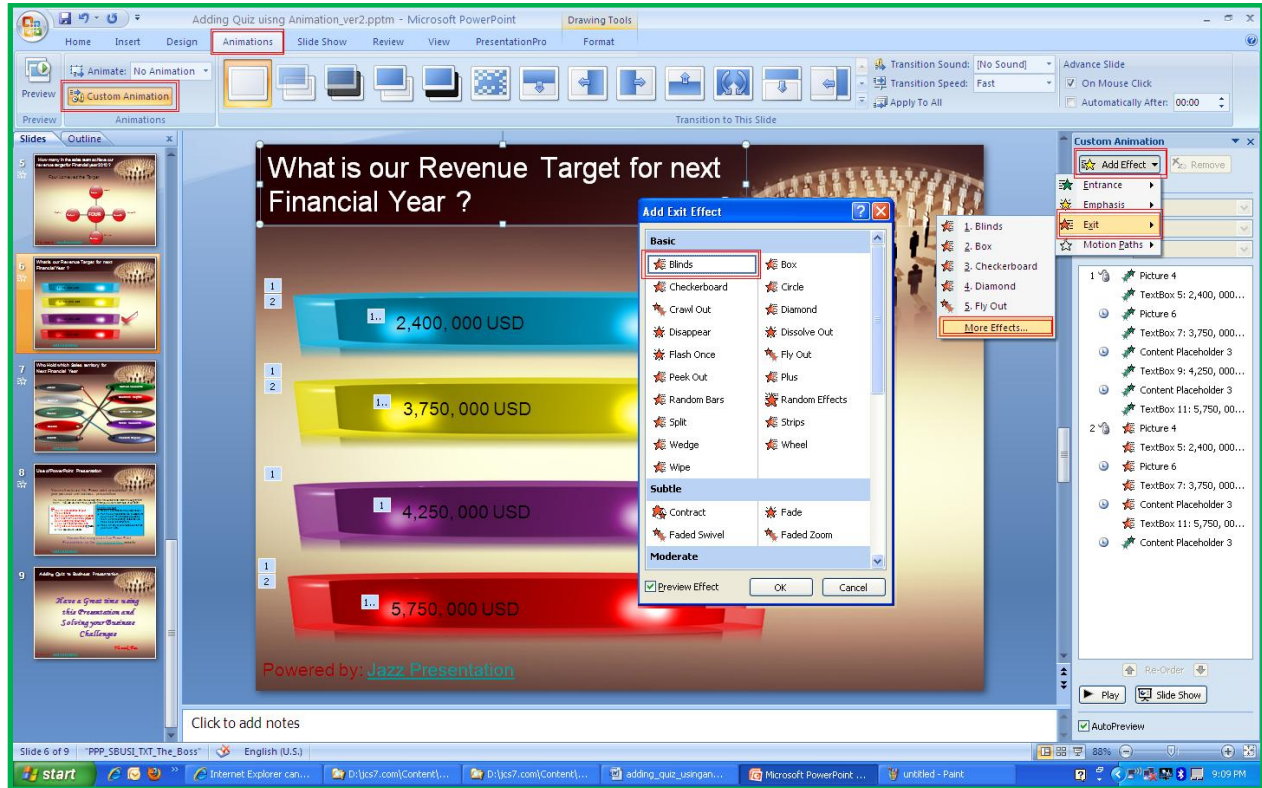
For our example (see image below)

- Select the Text Box which is being animated – Example Picture 4
- Set start as **On Click**, (Value will be On Click for the first set of items and for others will be after Previous)
- Direction as **From Bottom**
- The speed as **Medium**.



Step 2.4: Understanding how three wrong answers will vanish

Select the picture and the related text box and add animation to each one of them so that the three wrong answers will vanish one after another.



1. Select the **Custom Option** in **Animation menu**.
2. This will open the custom animation window on the right hand side.
3. In custom animation select **Add Effects**.
4. Select Option **Exit**, then select **More Effects** in the sub menu.
5. In Add **Exit Effects** menu select **Blinds** (I have selected blinds and related effects but you can select any of the animations available based on your need). This blinds effect will make the wrong answer to vanish in blinds format.
6. Repeat settings for the picture and the Text Box for all three wrong answers.

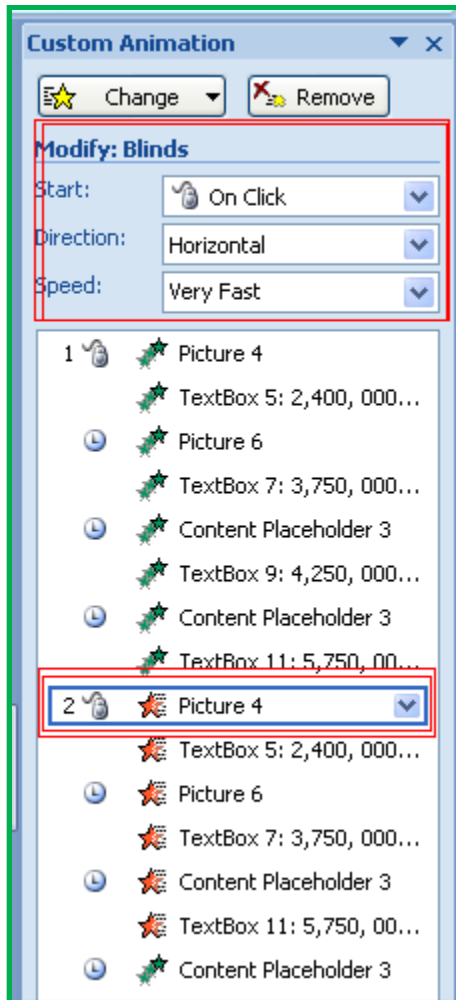
Step 2.5: Setting values for three wrong answers to vanish

We will have to set three values to the animation for the picture and text box to vanish.

- When should the Exit should start (On Click or With Previous or After Previous Animation)
- Direction in which the text should exit.
- Speed of the Animation.

For our example (see image below)

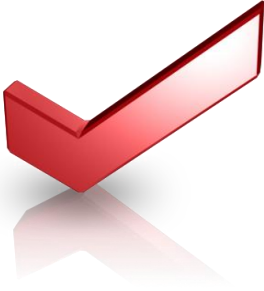
- Select the Text Box which has to vanish – Example Picture 4
- Set start as **With Previous**,
- Direction **Horizontal** and
- The speed as **Very slow** animation



Repeat Settings for all three wrong answers.

Step 2.5: Adding Additional animation for the correct answer

To emphasis the correct answer I have added additional animation with following image.



After all the three wrong answers have vanished add an animation for the above picture to enter against the correct answers. By now you would have become expert in setting animation, so I will leave it for you to set the animation for this image.

For your trial I have created all these steps in a set of few slides which are also available for [free download](#). Also excellent templates, icons and graphics are available for [download from here for reasonable price](#)

This way we can create Killer Presentation for business meetings. I will be covering on Part 3 on Match the following Choice Question Answer using animation (Part 3)

Guidelines for using this article:

You are free to use this document for your personal and creating your business presentation. We have put a lot of work into developing all these tutorial and document and retain the copyright in them. You can use them freely providing that you do not redistribute or sell them

Do

- Use this document/ tutorial for creating your presentations or for your project
- Display this tutorial on a web site provided that it is not for the purpose of downloading free or for sale
- If you like this article/project template, we would always appreciate a link back to our website.

Please Do Not

- ❖ *Resell or distribute this tutorial*
- ❖ Put this tutorial/document/template on a website for download. This includes uploading them onto file sharing networks like, Face book, bit torrent etc
- ❖ Pass off any of our created content as your own work

Have a great time Using and building Quiz based Business Presentations Using Animations

Document created by Jazz presentation