02/11/23

**CTIS 186 Business Computer Applications**

**Midterm Exam**

**Part I PowerPoint**

1. Open PowerPointExam and save it as **PowerPointExamLastFirst** (i.e. with your surname and name) (**1** Point)
2. Apply “Retrospect” theme to the whole document (**2** Points)
3. Add your First and Last name as a subtitle under “Artificial Intelligence (AI)” (Algerian, Bold, 36, Red). (**1** Point)
4. Insert **Picture 1** and resize it to fit **entirely** the space above the title. Apply *Swivel* animation to the image. (**2** Points)
5. Insert a Title and Content new slide with the title **What is AI?** (Bold, right-aligned, 54) and a *numbered list* content (Justified, 24) as the following: (**2** Points)

Is the intelligence of machines or softwares, as opposed to the intelligence of human beings or animals.

Is a field which combines computer science and robust datasets to enable problem-solving.

Includes sub-fields of machine-learning and deep learning.

1. Add the following speaker note: **Don’t forget to mention that AI emerged as an academic discipline in 1956!** (**2** Points)
2. Insert a Title and Content new slide with the title **AI projected GDP Contribution (2030)**. (Bold, center, 40) (**1** Point)
3. In the new slide, insert a table with 2 columns and 8 rows. Label the first column as **Region / Country** and the second one as **GDP projected Contribution (2030)**. Make the first row as Bold. Center all entries in the table and apply *Medium Style 4 – Accent 6* to the table. Lastly, make the necessary table entries as in the following: (**9** Points)

China 26.10 %

North America 14.50 %

United Arab Emirates 13.60 %

Kingdom of Saudi Arabia 12.50 %

Southern Europe 11.50 %

Egypt 7.70 %

Latin America 5.40 %

1. Insert a Title and Content new slide with the title **AI Applications** (Bold, left-aligned, 40, Blue) (**1** Point)
2. In the new slide, insert using SmartArt a *Basic Block List*. For first text box, write **Search Engines**, for the second one **Targeting online advertisements**, for the third one **Recommendation systems** and forthe fourth one **Driving internet traffic**. If any, remove all the other text box templates. Lastly, change the SmartArt style to Bird’s Eye Scene. (**3** Points)
3. Insert a Title Only new slide with the title **AI Limitations?** (Bold, 44, Red) (**1** Point)
4. In the new slide, insert 3 Teardrop shapes. Order / center the shapes horizontally, and label them as with the following (*resize appropriately*): (**5** Points)

First teardrop shape **Neat vs. scruffy**

Second teardrop shape **Soft vs. hard computing**

Third teardrop shape **Narrow vs. general AI**

1. Group the whole shapes created. (**2** Points)
2. Create a new slide by duplicating the previous slide (**1** Point)
3. In the new slide, ungroup the shapes, add a 4th Teardrop shape (exactly under the middle Teardrop). Write inside the 4th shape **Machine consciousness**. (**2** Points)
4. Group the new obtained shape and resize appropriately. (**2** Points)
5. Insert a Blank slide. (**1** Point)
6. Just in the middle of the slide, insert a Pentagon shape (2.50 inches by 2.50 inches). Moreover, insert a Plaque shape inside the frame and resize it as to fill most of its space without overflowing. (**3** Points)
7. Using subtract, combine the two shapes as to merge them into a unique shape. (**3** Points)
8. Enter the following text in the combined shape: **AI or not AI )))** (Arial Black, 16 Purple) (**1** Point)
9. Apply *Bounce* animation to the combined shape. (**1** Point)
10. Use sections to label slide 1 as **Title**, slide 2 as **Definition**, slide 3 as **AI Statistics**, slide 4 as **AI Applications**, slides 5 & 6 as **AI Limitations** and slide 7 as **So what**? (**3** Points)
11. On the Notes and Handouts option, and by applying to all slides, insert *CTIS 186 PowerPoint Midterm Exam (Fall 2023 – 2024)* as header and *It is over!* as footer. (**3** Points)
12. Apply *Flash transition* to the whole document. (**2** Points)
13. Save your PowerPoint file and submit it as indicated by your Senior Lecturer. (**1** Point)

**Part II Word**

1. Open WordExam and save it as **WordExamLastFirst** (i.e. with your surname and name) (**1** Point)
2. Apply the following to the whole document: **Arial**, **12**, **Justified**, **1.50 line spacing**, margins **Top 0.65”**, **Bottom 0.65”**, **Left 0.65”**, **Right 0.65”** and indent of first line of each paragraph as **0.60” left**. (**4** Points)
3. Insert a header as **Artificial Intelligence** (Times New Roman, Centered, Bold, Blue, 32) and footer with page number (Austin). (**4** Points)
4. Insert text watermark **AI** (Candara, 120, Green Color, Diagonal). (**2** Points)
5. Apply Perspective Upper Right Shadow, Glow: 5 point, Red Accent Color 2 to the first paragraph. (**4** Points)
6. Create a border for the fourth paragraph with the following characteristics: Shadow, Red Color, 2¼, shading Olive Green, Accent 3, Lighter 60 % and apply it to the paragraph. (**2** Points)
7. Right after the third paragraph, insert **Picture 2**, center it and resize as **3.20” height** by **3.20” width**. Apply Beveled Oval, Black, Inner Inside Top Shadow, 5 Point Soft Edge, Parallel Off Axis 1 Right Up 3-D Rotation to the picture. (**4** Points)
8. After the last paragraph, insert a 2 column 9 row table. Label the first column as **Management** **Field** and the second as **AI Adoption %**. Enter the following data starting from the second row: (**12** Points)

Human Resources 11

Manufacturing 8

Marketing & Sales 5

Product / Service Development 10

Risk 19

Service Operations 19

Strategy & Corporate Finance 21

Supply Chain Management 9

1. Sort table entries first by AI Adoption % (**Descending**) then by Management Field (**Ascending**). (**6** Points)
2. Insert a table caption below table. Label it as Table 1: AI Adoption % by Management Field – Year 2022 (**3** Points)
3. Insert a row below the last row. Label the first column of that very row as **Average** (Bold, Right Aligned) (**2** Points)
4. In the last row’s second column, calculate the average of AI Adoption % as a number to **2 decimal places** (18, Bold, Center, Red Color). (**7** Points)
5. Apply **Grid Table 2 Accent 4** to the table. Center all entries in the second column. Resize all rows to **0.30”** and all columns as **2.60”**. Finally, align the table with the caption to the right. (**3** Points)
6. Save your document and submit it as indicated by your Senior Lecturer. (**1** Point)

**N.B.:** **1 Inch = 2.54 Cm**.

**GOOD LUCK!**