**Terms and Definitions**

Chapter 10 Introduction to Presentation Applications

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# Chapter 10 Introduction to Presentation Applications

| **Term** | **Definition** |
| --- | --- |
| Background | Refers to the area behind the slides |
| Embedding | Creates a copy of the original data in the document and removes any association between the document and the data source |
| Layout | Determines how information is arranged on a slide |
| Linking | Retains the data in the original spreadsheet and uses the document or presentation just for display |
| Presentation | An electronic document that conveys information to an audience |
| Slide | A single page of presentation used to visually display content intended to be used in a shared setting |
| Slide Show | A presentation mode in the presentation application which removes all editing controls and uses the entire viewing area to display the contents of the slides |
| Theme | A predefined set of colors, fonts, and visual effects which can be used for the presentation |
| Transition | A feature is used in presentations to apply special visual or audio effects when advancing one slide to another |