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| **Year 4 Spring 1 – Spreadsheets** |
| **Key Images**  | **Key Learning** |
|  | * Formatting cells as currency, percentage, decimal to different decimal places or fraction.
* Using the formula wizard to calculate averages.
* Combining tools to make spreadsheet activities such as timed times tables tests.
* Using a spreadsheet to model a real-life situation.
* To add a formula to a cell to automatically make a calculation in that cell.
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| **Key Vocabulary** | **Key Questions** |
| * Average
* Advance Mode
* Copy And Paste
* Columns
* Cells
* Charts
* Equals Tool
* Formula
* Formula Wizard
* Move Cell Tool
* Random Tool
* Rows
* Spin Tool
* Spreadsheet
* Timer
 | **How would you add a formula so that the cell shows the percentage score for a test?**Click on the cell where you want the percentage score to be displayed then click the formula wizard button. Click on the cell that contains the score. Choose the ÷ operation then click on the cell that shows what the test was out of. Click OK. **Which tools would you use to create a timed times tables test in 2Calculate?**You could use the random tool, the spin tool, the equal tool and the timer tool.**Give an example of the data that could be best represented by a line graph.**Data where both axes will contain continuous data so that you can see trends in the data. Such as ages and heights, time and temperature, years and costs.**Explain what a spreadsheet model of a real-life situation is and what it can be used for?**It represents the data of a situations for example budgeting for a party, working out how big a field needs to be for a certain number of animals, working out how to spend your pocket money over time. |

Reference to