



Computing Topic: Spreadsheets

Year: 6 **Term:** Summer 1

Key Knowledge/Content:

- To know what a spreadsheet looks like.
- To navigate and enter data into cells.
- To introduce some basic data formulae for percentages, averages and max and min numbers.
- To demonstrate how the use of spreadsheets can save time and effort when performing calculations.
- To use a spreadsheet to model a situation.
- To demonstrate how a spreadsheet can make complex data clear by manipulating the way it is presented.
- To create a variety of graphs in sheets.

Links to:

Prior learning:

- Databases
- Spreadsheets

Future learning:

- Job prospectuses

Key vocabulary with definition:

Prior Vocabulary

- Row - Horizontal, numbered reference points for the cells in a spreadsheet.
- Chart - (not on tablet version). A diagram that represents data. Charts include graphs and other diagrams such as pie charts or flowcharts.
- Data - A collection of information, especially facts or numbers, obtained by observation, questions or measurement to be analysed and used to help decision-making.

New Vocabulary

- Auto fit - A function of a spreadsheet that alters column widths to fit data.
- Column - Vertical, lettered reference points for the cells in a spreadsheet.
- Cell - An individual section of a spreadsheet grid. It contains data or calculations.
- Cell Reference - Each cell has a cell reference that shows its position. The cell reference is displayed in the box on the top left
- Conditional formatting - When a cell or cells are formatted in a specific way depending upon the values in the cell or cells.

By the end of this unit

All children can: have a good understanding of a variety of purposes for using spreadsheets

Most children can: understand and **use** the new vocabulary relating to spreadsheets: cells, columns, rows, cell names, sheets, and workbook.

Some children can: use a spreadsheet to carry out basic calculations including all the operators (addition, subtraction, multiplication and division) using formulae

Background understanding for teachers and parents:

Children will be taught how to create spreadsheets, by using formulas and calculations.

Curriculum Driver (one):

Aspiration

Evidence outcome:

Consider future job opportunities using spreadsheet skills.