

Year 4 Computing

Spreadsheets

Key Vocabulary

average	A number expressing the typical value in a set of data. Also known as the mean. It is calculated by dividing the sum of the values in the set by their number.
budget	The amount of money available to spend on a project.
chart	A diagram that represents data. Charts include graphs and other diagrams such as pie charts or flowcharts.
column	Boxes running vertically in a spreadsheet.
data	A collection of information, especially facts or numbers, obtained by observation, questions or measurement to be analysed and used to help decision-making.
decimal place	The position of a digit to the right of a decimal point. In 2Calculate, the number of decimal places to be displayed can be chosen.
equals tool	Tests whether the entered calculation in the cells to the left of the tool has the correct answer in the cell to the right of the tool.
format cell	The way that data is displayed in a cell e.g. using units such as £ or \$.
formula	A group of letters, numbers, or other symbols which represents a scientific or mathematical rule. The plural of formula is formulae.
formula wizard	Use the formula wizard or type into the formula bar to create a formula in a cell. This will calculate the value for the cells based upon the value of other cells in the spreadsheet.
line graph	Used to display information which can change over time e.g. temperature at different times of the day.
percentage	'per' 'cent' means number of parts per hundred.
place value	The value of each digit within a number.
random number tool	This tool, when clicked, will generate a random number.
row	Boxes running horizontally in a spreadsheet.
spin tool	This tool changes a number to the right of it by one each time an arrow is pressed.
spreadsheet	A computer program that represents data in cells in a grid of rows and columns. Any cell in the grid may contain either data or a formula that describes the value to be inserted based on the values in other cells.
timer	When placed in the spreadsheet, clicking the timer adds 1 to the value of the cell to its right every second until it is clicked again.

Are you a Milecastle Megamind?

How would you add a formula so that the cell shows the percentage score for a test?

Which tools would you use to create a timed times tables test in 2Calculate?

Explain what a spreadsheet model of a real-life situation is and what it can be used for?

Key Learning

- To format cells as currency, percentage, decimal to different decimal places or fraction.
- To use the formula wizard to calculate averages.
- To combine tools to make spreadsheet activities such as timed times tables tests.
- To use a spreadsheet to model a real-life situation.
- To add a formula to a cell to automatically make a calculation in that cell.

