



Mossfield Primary School Knowledge Organiser



Year 5 — **Spreadsheets**. Spreadsheets are used for calculations, simple databases and modelling.

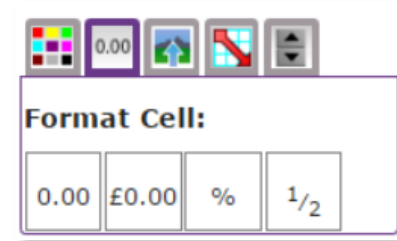
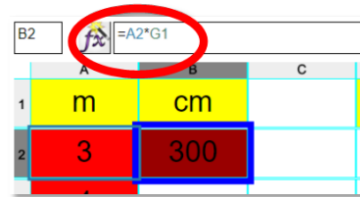
A spreadsheet is made up of rows, columns and cells and allows the user to make calculations with this data and test a hypothesis.

Key Learning

To navigate and enter data into cells.

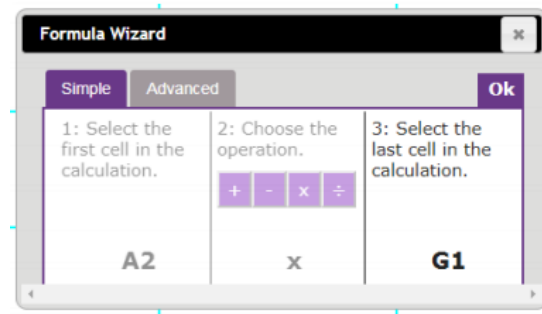
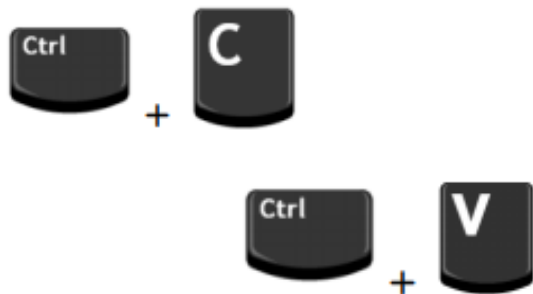
years	=	9			
weeks	=	23			
extra days	=	4			
days	=	years	x	365	= 3285
days	=	weeks	x	7	= 161
		extra days	=	4	
		Total days	=		3450

To use the formula wizard to add a formula to a cell to automatically make a calculation in that cell.



To create simple formulae that use different variables.

To copy and paste within 2Calculate.



To use a spreadsheet to model a real-life situation and come up with solutions that can be practically applied.

Key Vocabulary

Average	Symbols used to represent comparing two values.
Copy and Paste	A way to copy information from the screen into the computer's memory and paste it elsewhere without re-typing.
Columns	The letter labelled columns going vertically down the spreadsheet.
Cells	An individual section of a spreadsheet grid. It contains data or calculations.
Charts	Use this button to create a variety of graph types for the data in the spreadsheet.
Formula	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.
Formula Wizard	The wizard guides you in creating a variety of formulae for a cell such as calculations, totals, averages, minimum and maximum for the selected cells.
Rows	The numbered rows going horizontally across the spreadsheet.
Spreadsheet	A computer program that represents information 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.
Sum	A function which adds together the totals in a range of cells.