

Summer 1

Lostwithiel Primary School

Year 5/6

Digital Literacy - Spreadsheets

Computing Knowledge Organiser

Conkers Class

Prior Learning: In Year4/ 5 children will have explored the difference between databases and spreadsheets. They will have already learnt how to enter data into a spreadsheet and use a spreadsheet to carry out simple calculations.

Key Computing Learning:

- Use a spreadsheet to carry out simple calculations.
- Use a spreadsheet to carry out calculations.
- Know which formulas to use to change a spreadsheet model.
- Use the SUM and other functions with assistance.
- Know that a spreadsheet can be used to help solve problems.
- Change some of the data/variables and discuss effects on results.
- Create a spreadsheet to investigate costs and numerical patterns including: using formula to create models including entering data, entering formulae, copying cells and simple formatting.
- Knowing how to change formula to change models including (SUM, $\times \div$, average, mode).
- Making (and choosing appropriately) graphs to represent calculations/data on spreadsheets.
- Understanding that changing a numerical field changes the data.
- Using different views and tools to check for inaccuracies in data.
- Making predictions about how changing the model will change the data to answer 'what if' questions.
- Changing data in a spreadsheet to answer 'what if' questions and check predictions.



Software/Hardware Resources	Key Computing Vocabulary	
Excel 2016	cell	A box in which you can enter a single piece of data (text, a numeric value or a formula).
	cell reference	Refers to a cell or range of cells on a worksheet. This can be used in a formula.
	spreadsheet	An electronic document in which data is arranged in the rows and columns of a grid and can be manipulated and used in calculations.
	formula	A calculation based on the contents of cells or a total of a combination of cells.
	SUM	The total amount resulting from the addition of two or more numbers, amounts, or items.
	data	Stored information. Data stored in cells can be used in calculations, displayed in graphs, or sorted and filtered to find specific information.
	model	A program, which has been developed to copy the way a system works in real life.
	field	A part of a record, representing an item of data.
	formatting	Preparing to receive data.
	variables	A data item that may take on more than one value during the runtime of a program.

Computing Outcomes	Cross Curricular Links
<ul style="list-style-type: none"> • Create a spreadsheet as part of planning an end of SATs party - include food, decorations, games etc. (consider number of people, amount of items needed etc) 	Maths - Identify the formula needed to calculate the area and perimeter of a rectangle Set up a spreadsheet to work out budgets Science - Pulse rate investigation - create spreadsheet of results and use to create graphs to analyse data

Linked documents: Class Overview, Computing Whole School Progression document and Class Medium Term Planning.

