

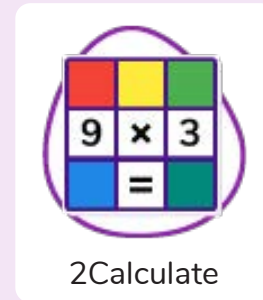
Unit: 6.3

Spreadsheets

Key Learning

- To use a spreadsheet to investigate the probability of the results of throwing many dice.
- To use a spreadsheet to calculate the discount and final prices in a sale.
- To use a spreadsheet to plan how to spend pocket money and the effect of saving money.
- To use a spreadsheet to plan a school charity day to maximise the money donated to charity.

Key Resources



Key Vocabulary

Rows

Boxes running horizontally 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.

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.

Columns

Boxes running vertically in a spreadsheet.

Formula

A group of letters, numbers, or other symbols which represents a scientific or mathematical rule. The plural of formula is formulae.



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Spreadsheets

Key Vocabulary

Advance mode

A mode of 2Calculate in which the cells have references and can include formulae.

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.

Count (How Many) Tool

Counts how many of a variable there are in a spreadsheet.

Dice Tool

Simulates the roll of a die to a random number between 1 and 6 when you click on it.

Expense

A cost associated with a project.

Format Cell

The way that text looks. Formatting cells is helpful for interpreting a cell's contents for example you might want to format a cell to show a fraction e.g. $4\frac{1}{2}$ or include units such as £ or \$.

Formula Bar

An area of the spreadsheet into which formulae can be entered using the '=' sign to open the formula.

Formula Wizard

Helps a user create formulas which perform calculations on selected cells. For example, adding, multiplying, average, total.

Move cell tool

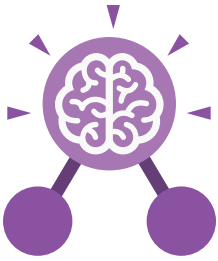
Allows selected cells to be draggable.

Probability

The extent to which an event is likely to occur, measured by the ratio of the favourable cases to the whole number of cases possible.

Profit

Money that is earned in trade or business after paying the costs of producing and selling goods and services.



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Spreadsheets

Key Images



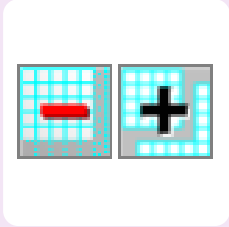
Open, close or share a file



Save your work



Open a previously saved file



Increase or decrease spreadsheet size



Advanced mode



Formula Wizard



Format Cell Toolbox



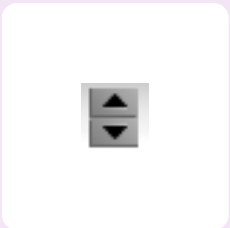
Charts



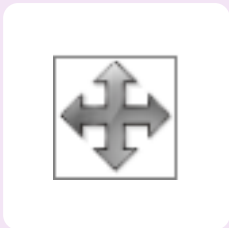
Totals toolbox



Image Tools



Controls Toolbox



Move



Dice



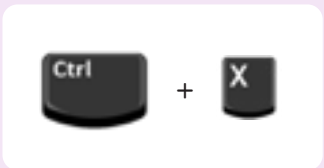
Equals



Count



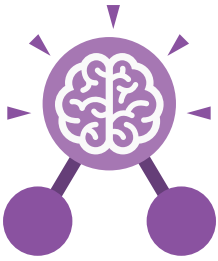
To Copy



To Cut



To Paste



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Spreadsheets

Key Questions

How would you add a formula so that the cell shows the total of a column of cells?

Use the formula wizard advanced total tool or type a formula into the cell by using the '=' symbol, mathematical operators and cell references.

What is a computational model and what it can be used for?

Modelling in Computing means creating or using a simulation (a model) of a real-life situation, on a computer. It represents the data of a situation. For example; budgeting for a party; working out how big a field needs to be for a certain number of animals; working out the best price for an item or using the existing data to predict what time your shadow will be a certain length.

If you were going to use a spreadsheet to plan your dream holiday, what data would you collect to cost the trip?

Ideas could include:
Travel; comparing the cost of different methods, airports, airlines, different companies and discounts such as rail cards.
Cost of accommodation of different types, trips out, food, passports, immunisations.