

ICT—Spreadsheets

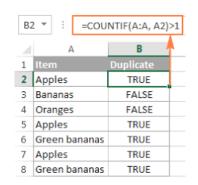
Construction

Prior Knowledge

Year 3 - You learned about branching databases in a data and information unit. You learned to select and use a variety of software to accomplish a specific goal involving data. You learned to do this safely and responsibly.

Year 4— You learned about data logging. You learned to work with various inputs and outputs and how certain software reacts to this.

Year 5—.You learned about flat-file databases. This unit taught you how search technologies select and rank results. You also learnt to be discerning when evaluating these results.





My Component Knowledge:

Lesson 1: Collecting Data

Lesson 2: Formatting a Spreadsheet

Lesson 3: What's the formula?

Lesson 4: Calculate a duplicate

Lesson 5: Event planning

Lesson 6: Presenting data

My Composite Knowledge:

I can use spreadsheet software to manipulate, calculate and present data effectively.

My Powerful Knowledge:

I can use software and its features effectively and efficiently to complete a variety of tasks. I can also see the benefits of this in real world situations.

Key Vocabulary

Tier 1: calculate, order, operation, organise, table

Tier 2: data, structure, spreadsheet, graph, input, output, chart, presentation,

Tier 3: format, cell, duplicating, shortcut, references,



	A	В	C	D
1		Jan	Feb	
2	Entertainment			
3	Cable TV	52.98	52.98	
4	Video Rentals	7.98	11.97	
5	Movies	16.00	32.00	
6	CDs	18.99	29.99	
7	Totals	=SUM(B3:B6)		
8				

How do spreadsheets produce graphs and charts?

How does a spreadsheet calculate?

What is a cell?

What is a formula?

