

Lyng Primary School Knowledge Organiser

Computing

Topic: Computing



Autumn 1

Spreadsheets

Year 6

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| What Goldilocks and Step On words will I use? |
| **Spelling** | **Defintion** |
| Spreadsheet | A file that exists of cells in rows and columns and can help arrange, calculate and sort data. |
| Cell | A specific location within a spreadsheet and is defined by the intersection of a row and column |
| Row | The cells which run horizontally |
| Column | The cells which run vertically |
| Formula | An expression which calculates the value of a cell. |
| Format | To change the appearance of a number without changing the number itself. |
| Average | The mean range of data |
| Ascending  | Arranging data in a particular when from smallest to largest or in alphabetical order |
| Cumulative  | Data gathered which is then totalled altogether. |

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**Enquiry Questions for the unit (Aims)**

**EQ: How do I enter data and formulas into a spreadsheet?**

**EQ: How can I order and present data based on calculations?**

**EQ: Can I add, edit and calculate data?**

**EQ: How can I use a spreadsheet to solve problems?**

**EQ: How can I plan and calculate a spending budget?**

**EQ: How can I use and design a spreadsheet for a specific purpose?**

**Safeguarding**

Filtering and monitoring system is in place. Children will use their own log in details to track any misuse and to protect the child from harmful websites and pop ups. Children will be reminded of how to stay safe online and to use technology safely and respectfully and to tell a trusted adult if there is anything on their computer that makes them uncomfortable. When using the iPads, the monitoring software will track which iPad has been used to enable us to know which class has used the iPad.

Autumn Term

Spreadsheets

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| Outcomes |
| **All children** * Enter text and numbers into a spreadsheet
* Identify and refer to cells by rows and columns
* Begin to enter formulae with SUM function

**Most children*** Be able to enter formulae into cells
* Edit data and discuss the effect on results
* Use further functions including Average, Min and Max.
* Create graphs.
* Design their own spreadsheet for a specific purpose.

**Some children*** Enter and edit text
* Numbers and formulae purposefully and independently
* Understand the advantages of spreadsheets over comparative manual methods
* Explore functions
* Select data and create graphs with appropriate formatting
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**Agreed outcome**

Plan an event using a given budget and expenses.

**In this unit…**

Children are given an understanding of spreadsheets and how they can be used. Children will learn skills in formatting and entering specific formulas. They will have to problem solve using the learned formulas.