

# Year 5 – Spreadsheets

## Knowledge Organiser



Key Learning
<ul style="list-style-type: none"> <li>Using the formula wizard to add a formula to a cell to automatically make a calculation in that cell.</li> <li>To copy and paste within 2Calculate.</li> <li>Using 2Calculate tools to test a hypothesis.</li> <li>To add a formula to a cell to automatically make a calculation in that cell.</li> <li>Using a spreadsheet to model a real-life situation and answer questions.</li> </ul>

Key Resources

Key Vocabulary	
<b>Charts</b>	Use this button to create a variety of graph types for the data in the spreadsheet.

Images			
Open the main menu 	Save your work 	Open a previously saved file 	Increase or decrease spreadsheet size 
Formula Wizard 	Format cell toolbox 	Chart Control 	The 2Calculate control toolbox 
Totals toolbox 	Control toolbox 	Image tools 	Random number 
Equals 	Timer 	Advance Mode 	To copy 
To cut 	To paste 	Count 	

Questions	
<b>How would you add a formula so that the cell shows the product of two other cells?</b>	<ul style="list-style-type: none"> <li>Click on the cell where you want the product to be displayed then click the formula wizard button.</li> <li>Click on the cell that contains the first number.</li> <li>Choose the x operation then click on the second number.</li> <li>Click OK</li> </ul>
<b>What would you use in 2Calculate to have a cell that automatically calculates the number of days since a certain date?</b>	<ul style="list-style-type: none"> <li>You could use formulae and the totalling tools.</li> <li>To make the spreadsheet easier to understand, you could use named variables.</li> </ul>
<b>Explain what a spreadsheet model of a real-life situation is and what it can be used for?</b>	<ul style="list-style-type: none"> <li>It represents the data of a situations for example budgeting for a party, working out how big a field needs to be for a certain number of animals, working out how to spend your pocket money over time.</li> <li>Using the existing data to predict what time your shadow will be a certain length etc.</li> </ul>