

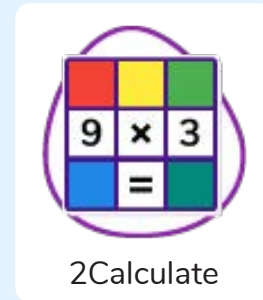
Unit: 5.3

Spreadsheets

Key Learning

- To use formulae within a spreadsheet to convert measurements of length and distance.
- To use a spreadsheet to model a real-life problem.
- To use spreadsheet tools to investigate probability.
- To use the count tool to answer hypotheses about common letters in use.

Key Resources



Key Questions

How would you add a formula so that the cell shows the product of two other cells?

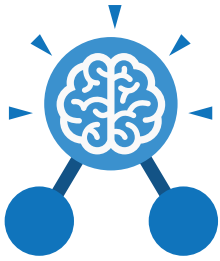
Click on the cell where you want the product to be displayed then click the formula wizard button. Click on the cell that contains the first number. Choose the x operation then click on the second number. Click OK.

What would you use in 2Calculate to have a cell that automatically calculates the number of days since a certain date?

You could use formulae and the totalling tools. To make the spreadsheet easier to understand, you could use named variables.

Explain what a spreadsheet model of a real-life situation is and what it can be used for?

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 how to spend your pocket money over time. Using the existing data to predict what time your shadow will be a certain length etc.



Unit: 5.3

Spreadsheets

Key Spreadsheet Vocabulary

Budget

The amount of money available to spend on a project.

Columns

Boxes running vertically in a spreadsheet.

Computational model

Creating or using a simulation (a model) of a real-life situation, on a computer.

Count tool

Counts how many of a variable there are 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

Dice tool

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

Expenses

A cost associated with a project. For example, the cost of buying ingredients for a cake sale, materials for making banners etc.

Format

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

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

Formula Bar

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

Hypothesis

A concept or idea that you test through research and experiments. The plural of hypothesis is hypotheses.

Profit

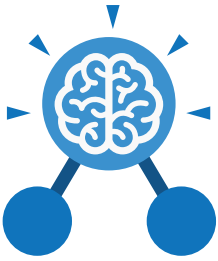
Money that is earned in trade or business after paying the costs of producing and selling goods and services. For example, the amount of money there is from a cake sale when the cost of creating them has been subtracted.

Totalling tool

Adds up the value of every cell above it, next to it or diagonal to it according to which total tool is selected.

Rows

Boxes running horizontally in a spreadsheet.



Unit: 5.3

Spreadsheets

Key Images



Open, close or share a file



Save your work



Open a previously saved file



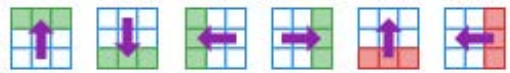
Format cells



Tools



Charts and Graphs



Insert or Remove rows or columns



Count tool



Dice tool

fx Enter formula/value here

Formula bar



Spin tool



Random number tool



Equals tool



Lock tool



To Copy



To Cut



To Paste