

Kit's Clever Spreadsheet Guide

Master the grid and get your data organised with Kit the Fox!

- A spreadsheet is made up of a giant grid. The vertical sections that go from top to bottom are called columns.
- The horizontal lines that go across from left to right are known as rows.
- Every individual box in the grid is called a cell. Each cell has a unique name, like A1 or B3, based on its column and row.
- You can type numbers or text into cells. These are called values.
- If you want the computer to do the maths for you, you can type a formula into a cell starting with an equals sign (=).
- Spreadsheets are perfect for tracking pocket money, such as adding up £5.50 and £2.25 automatically!

Did you know? Did you know? The very first computer spreadsheet software was created in 1979! Before that, accountants had to draw giant grids on paper by hand and use a calculator for every single box.

Key vocabulary: Cell · Column · Row · Data · Formula · Value