

Kit's Clever Spreadsheet Challenge

Learning objective: To understand the basic features, terminology, and functions of a spreadsheet for data organisation.

Help Kit the fox organize his woodland store data! Read the questions carefully and select the best answer.

Answer Key: 1. C (Cell), 2. True, 3. Column, 4. B (To do calculations), 5. False, 6. Row, 7. Sum, 8. A (The address of the cell), 9. True, 10. B (To display data visually).

Word bank: Cell · Column · Row · Formula · Data · Value · Layout · Sum

1. 1. What is the name of the small rectangular box where you type information in a spreadsheet? A) A box, B) A sheet, C) A cell*, D) A square. (1 mark)

2. 2. True or False: You can use a spreadsheet to add up prices of items automatically. (1 mark)

3. 3. What do we call the vertical section of a spreadsheet that goes from top to bottom? (1 mark)

4. 4. Why would Kit use a 'formula' in his spreadsheet? A) To draw pictures, B) To do calculations*, C) To write a story, D) To save his file. (1 mark)

5. 5. True or False: Each row in a spreadsheet is identified by a letter (A, B, C). (1 mark)

6. 6. What do we call the horizontal line of cells that goes across the spreadsheet from left to right? (1 mark)

7. 7. If Kit wants to add up the cost of three apples at £1 each, what mathematical function should he use? (1 mark)

8. 8. What is 'A1' an example of? A) The address of the cell*, B) The name of the store, C) A secret code, D) A formula. (1 mark)

9. 9. True or False: Spreadsheets are useful for organising large amounts of data in a tidy way. (1 mark)

10. 10. What is a 'chart' or 'graph' used for in a spreadsheet? A) To type a letter, B) To display data visually*, C) To delete files, D) To change the font color. (1 mark)

Draw: Draw a grid like a spreadsheet. In the top row, label cells A1, B1, and C1 as 'Item', 'Quantity', and 'Price'. Fill in one row with an item Kit might sell in his store, like 'Acorns'.

[illegible]

Extension challenge: Kit has 5 apples that cost £2 each and 3 pears that cost £1 each. Create a spreadsheet table to show the total cost of each fruit and the grand total for both.