

# Kit's Clever Spreadsheet Challenge

*Learning objective: To understand the purpose, layout, and basic functions of a spreadsheet for data organisation and calculation.*

Join Kit the fox as we organise data! Read each question carefully. Use your knowledge of rows, columns, and formulas to solve these puzzles.

Answer Key: 1. A (Cell); 2. True; 3. Column; 4. B (Equal sign); 5. False; 6. A (A spreadsheet); 7. Cell reference; 8. C (To perform calculations); 9. True; 10. B (Organising and analysing information).

*Word bank: Cell · Column · Row · Formula · Data · Value · Label · Spreadsheet*

**1. What do we call the individual box where a row and a column meet? A) Cell\* B) Square C) Box D) Dot (1 mark)**

**2. True or False: A spreadsheet is a great tool for storing and calculating numerical data. (1 mark)**

**3. In a spreadsheet, which part goes vertically from top to bottom and is usually labelled with letters? (1 mark)**

**4. Which symbol must you type at the start of a formula so the computer knows to do a calculation? A) Plus B) Equal sign\* C) Hash D) Asterisk (1 mark)**

**5. True or False: You can only use spreadsheets to store words, never numbers. (1 mark)**

**6. If you want to keep track of the price of items in a shop, which digital tool is best to use? A) A spreadsheet\* B) A web browser C) A word processor D) A camera (1 mark)**

**7. What is the specific name for the 'address' of a cell, such as A1 or B3? (1 mark)**

**8. Why do we use formulas in a spreadsheet? A) To draw pictures B) To change the font C) To perform calculations\* D) To write long stories (1 mark)**

**9. True or False: A row in a spreadsheet runs horizontally from left to right. (1 mark)**

10. Which is the most accurate description of a spreadsheet? A) A digital painting B) Organising and analysing information\* C) A way to play music D) A photo editor (1 mark)

**Draw:** Draw a grid on a piece of paper. Label the top columns A, B, and C, and the side rows 1, 2, and 3. Inside one cell, draw a small apple, and in another cell, write the price '£1.50'.



*Extension challenge: 1. Explain why using a formula is more efficient than calculating the total of a list of prices by hand. 2. Compare and contrast a table in a word document with a table in a spreadsheet; what makes the spreadsheet more powerful? 3. Justify your answer: If you were organising a class trip, why might a spreadsheet be better than a list on a piece of paper? 4. What might happen if you typed a word into a cell where a formula was supposed to calculate a total? 5. If you have a column of prices, how would you write a formula to add them all up? 6. Design a plan for a spreadsheet that helps Max the monkey track how many bananas he eats each day for a week. What labels would you use for the columns and rows?*