

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?