

Year 5 Computing: Mastering Spreadsheets Assessment

Learning objective: To demonstrate understanding of spreadsheet structures, formulas, and data representation.

Read each question carefully. Show your working out for any calculations involving money or formulas. Ensure your responses are clear and use appropriate technical terminology.

Kit the fox is helping the BookFlik group organise a school fete. They have created a spreadsheet to track the costs of items. The spreadsheet has columns for 'Item Name', 'Quantity', 'Unit Price', and 'Total Cost'.

Word bank: Cell · Column · Row · Formula · AutoSum · Data · Range · Workbook · Worksheet

1. Define the difference between a 'Row' and a 'Column' within a spreadsheet. (2 marks)

2. Kit wants to calculate the total cost for 5 packs of balloons at £2.50 each. If the quantity is in cell B2 and the price is in cell C2, write the formula Kit should type into cell D2. (2 marks)

3. Explain why it is more efficient to use a formula rather than calculating the results manually with a calculator. (3 marks)

4. If a range of cells from A1 to A10 contains the costs of different items, what is the correct syntax for an AutoSum formula to add them all together? (2 marks)

5. Compare and contrast a 'Worksheet' and a 'Workbook'. Why might you use multiple worksheets in one file? (4 marks)

6. Imagine the spreadsheet data for the fete is incorrect because a cell contains text instead of a number. Explain how this might affect a formula that is trying to calculate a total, and what steps you would take to fix it. (4 marks)

7. Write a short report (5 marks) explaining how spreadsheets can be used to model 'what-if' scenarios. For example, if the group decides to increase the ticket price from £2.00 to £2.50, how does the spreadsheet help them predict the change in final profit? Justify why this is a powerful tool for organising events. (5 marks)

Draw: Draw a labelled diagram of a spreadsheet interface, clearly identifying a cell, a column header, a row header, and the formula bar.



Extension challenge: Total: /25. Extension Task: Design a table for a hypothetical 'Class Trip' budget. List five items you would include, estimate their costs, and describe which specific spreadsheet features (such as conditional formatting or charts) you would use to present this data to the headteacher to justify your trip. Explain why your chosen visualisations help the reader understand your budget more clearly than a simple list.