Kit’s Super Spreadsheet Planner

Success criteria (tick when done)

[ ] I have used capital letters and full stops.
[ ] I have used at least two words from the word bank.
[ ] I have explained what a spreadsheet is.
[ ] I have described how a formula works.
[ ] I have written in clear, short sentences.

What to expect at this age

Year 3 pupils should be able to explain a process using logical steps. They are beginning to use conjunctions and fronted adverbials to link their ideas.

Good, better, best: model responses

Good: A spreadsheet is a grid. You put words and numbers in the cells. Firstly, you add headings like Price. Consequently, the computer adds the numbers up for you. It is better than paper because it is fast.

Uses basic structure and one word bank word.

Better: Firstly, a spreadsheet is a grid of cells. You can type data into these boxes. After that, you add headings for your items. Consequently, the spreadsheet uses a formula to add the costs because it is very clever.

Includes more technical vocabulary and better sentence flow.

Best: Firstly, a spreadsheet is a digital grid made of cells. You can store data inside them. In addition, you should use clear headings like Price. Finally, you can use a formula to add up costs automatically. Moreover, it is better than paper because it saves time and never makes mistakes.

Uses multiple word bank words and provides a clear, detailed explanation of the process.

What a secure answer looks like

Focus on the logical order of the explanation. Remind students that a spreadsheet is a tool, not just a list.

If your child is stuck

Ask your child: 'If you had to add up 100 prices, would you use a calculator or a spreadsheet? Why?' This helps them see the benefit of automation.

Common mistakes to watch for

Children often confuse 'cells' with 'tables'. Remind them that a spreadsheet is a grid made of individual boxes called cells.