# Unit: 6.3
Spreadsheets

Key Learning

- To use a spreadsheet to investigate the probability of the results of throwing many dice.
- To use a spreadsheet to calculate the discount and final prices in a sale.
- To use a spreadsheet to plan how to spend pocket money and the effect of saving money.
- To use a spreadsheet to plan a school charity day to maximise the money donated to charity.

Key Resources

purple mash

2Calculate
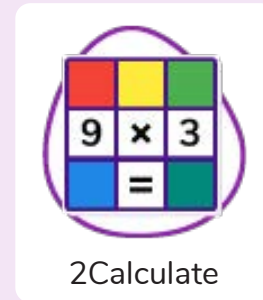
Key Vocabulary

Average Function
A feature that allows a user to find the average values of selected cells.

Columns
Vertical reference points for the cells in a spreadsheet.

Count (how many) tool
Counts the number of whatever value object is in the cell to its immediate left and puts the answer in the cell to its immediate right.

Advance mode
A mode of 2Calculate in which the cells have references and can include formulae.

Cells
An individual section of a spreadsheet grid. It contains data or calculations.

Dice
When clicked, this will simulate a dice roll by switching to one of the faces of a die.

Copy and Paste
A way to copy information from the screen into the computer's memory and paste it elsewhere without re-typing.

Charts
Use this button to create a variety of graph types for the data in the spreadsheet.

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Key Vocabulary

Equals tool
Tests whether the entered calculation in the cells to the left of the tool has the correct answer in the cell to the right of the tool.

Formula
Use the formula wizard or type into the formula bar to create a formula in a cell, this will calculate the value for the cells based upon the value of other cells in the spreadsheet.

Formula Wizard
The wizard guides you in creating a variety of formulae for a cell such as calculations, totals, averages, minimum and maximum for the selected cells.

Move cell tool
This tool makes a cell's contents moveable by drag-and-drop methods.

Random tool
Click to give a random value between 0 and 9 to the cell.

Rows
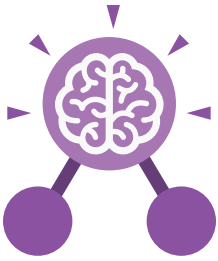Vertical reference points for the cells in a spreadsheet.

Spin Tool
Adds or subtracts 1 from the value of the cell to its right.

Spreadsheet
A computer program that represents information in a grid of rows and columns. Any cell in the grid may contain either data or a formula that describes the value to be inserted based on the values in other cells.

Timer
When placed in the spreadsheet, click the timer to adds 1 to the value of the cell to its right every second until it is clicked again.

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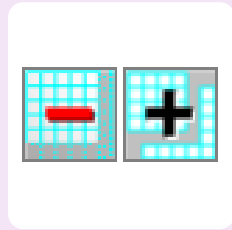
Key Images

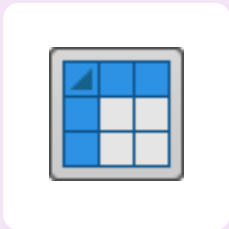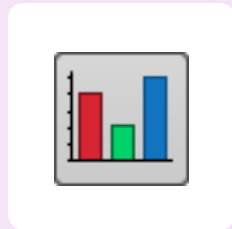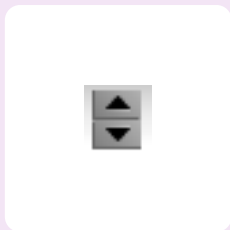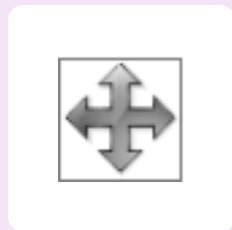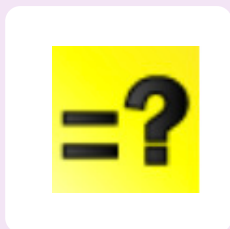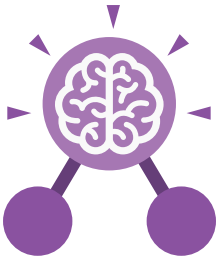|			
Open, close or share a file	Save your work	Open a previously saved file	Increase or decrease spreadsheet size
Advanced mode	Formula Wizard	Format Cell Toolbox	Charts
Totals toolbox	Image Tools	Controls Toolbox	Move
	Dice	Equals	Count
To Copy		To Cut	To Paste
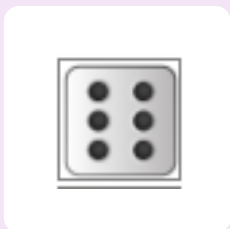
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Spreadsheets

Key Questions

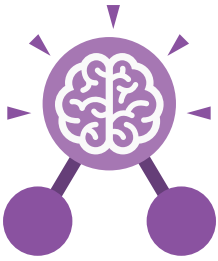### How would you add a formula so that the cell shows the total of a column of cells?

Use the formula wizard advanced total tool or type a formula into the cell by using the '=' symbol, mathematical operators and cell references.

What is a computational model and what it can be used for?

Modelling in Computing means creating or using a simulation (a model) of a real-life situation, on a computer. It represents the data of a situation. For example; budgeting for a party; working out how big a field needs to be for a certain number of animals; working out the best price for an item or using the existing data to predict what time your shadow will be a certain length.

If you were going to use a spreadsheet to plan your dream holiday, what data would you collect to cost the trip?

Ideas could include:
Travel; comparing the cost
of different methods, airports, airlines, different companies and discounts such as rail cards.
Cost of accommodation of different types, trips out, food, passports, immunisations.

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Unit: 6.2
Online Safety

Key Learning

- To identify benefits and risks of mobile devices broadcasting the location of the user/device.
- To identify secure sites by looking for privacy seals of approval.
- To identify the benefits and risks of giving personal information.
- To review the meaning of a digital footprint.
- To have a clear idea of appropriate online behaviour.
- To begin to understand how information online can persist.
- To understand the importance of balancing game and screen time with other parts of their lives.
- To identify the positive and negative influences of technology on health and the environment.

Key Questions

### Why do I need to be aware of the dangers of being online?

Although the Internet is a brilliant resource for learning and entertainment some people use the Internet to cause you harm. Being aware of these dangers can help keep you safe and protect your privacy.

What is meant by my digital footprint?

The term digital footprint is used to describe the traces that people leave behind when they have visited a website or used social media. Your digital footprint is unique to you.

Why is it important to think about how much time use a screen for?

Using a screen can help you surf the Internet or enjoy computer games but you need to be careful how much time you spend using a screen. For instance, using a screen at night can damage your sleep patterns. Turn your screen off regularly and enjoy the world outside.

Key Resources

purple mash

2Investigate   2DIY   2DIY3D   Free code gorilla

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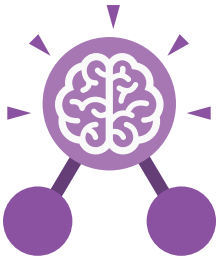
Unit: 6.2
Online Safety

Key Vocabulary

Digital footprint
The information about a person that exists on the Internet as a result of their online activity.

PEGI rating
A rating that shows what age a game is suitable for.

Screen time
Time spent using a device such as a computer, television, or games console.

Password
A string of characters that allow access to a computer system or service.

Phishing
The practice of sending email pretending to be from reputable companies in order to persuade individuals to reveal personal information, such as passwords and credit cards numbers.

Spoof website
A website that uses dishonest design to trick users into thinking that it represents the truth.

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