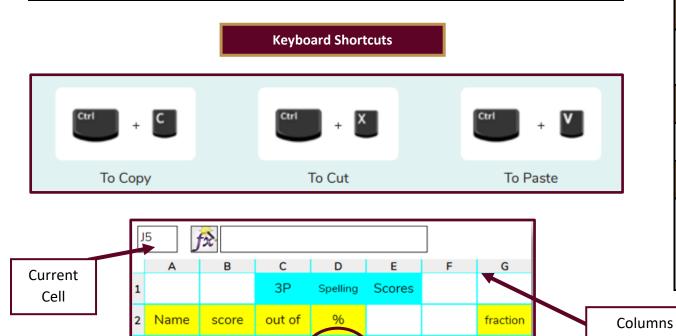# Y4 Computing - Spreadsheets

Spreadsheets in Real Life

Spreadsheets are used in many different ways in the real world. For example, you might use one for budgeting for a party, to work out how big a field needs to be to fit a certain number of animals or for working out how you could spend your pocket money over a period of time.

Keyboard Shortcuts

Ctrl + C — To Copy

Ctrl + X — To Cut

Ctrl + V — To Paste

Vocabulary

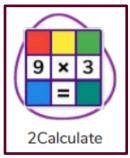|	
Columns	Vertical reference points for the cells in a spreadsheet.
Cells	An individual section of a spreadsheet grid. It contains data or calculations.
Charts	A variety of graph types for the data in a spreadsheet.
Formula	A calculation that produces a value for a cell based on the value of other cells in the spreadsheet.
Random Tool	Click to give a random value between 0-9 to the cell.
Rows	Horizontal 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.

We will be using:

2Calculate

Current Cell — J5

Columns

Rows

Cell D3

	A	B	C	D	E	F	G
1			3P	Spelling	Scores		
2	Name	score	out of	%			fraction
3				0 d.p.	1 d.p.	2 d.p	
4	Thomas	56	140				
5	Olivia	135	140				
6	Jack	140	140				
7	Oliver	138	140				

European Expedition