



Year 2 Computing Spring Term Spread Sheets

Key Learning

To use 2Calculate image, lock, move cell, speak and count tools to make a counting machine.

To learn how to copy and paste in 2Calculate.

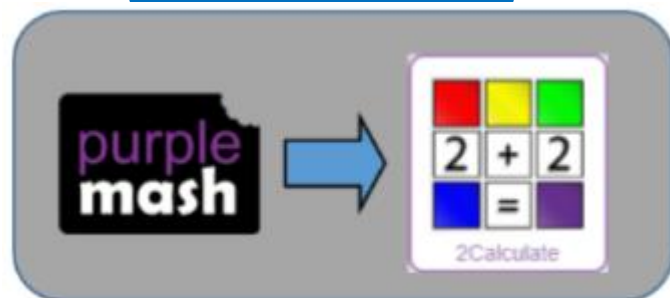
To use the totalling tools.

To use a spreadsheet for money calculations.

To use the 2Calculate equals tool to check calculations.

To use 2Calculate to collect data and produce a graph.

Key Resources



Key Vocabulary

Backspace key	This key deletes the character before the cursor position.
Copy and Paste	A way to copy the information on the screen and save it in the computer's memory to then paste or put back somewhere else without having to type it all again
Columns	The vertical line of cells in a spreadsheet.
Cells	The small sections in a spreadsheet.
Count tool	In 2Calculate this counts the number of cells that match the value if the cell to the left of the tool.
Delete key	This key deletes the character after the cursor position.
Image toolbox	Use this to insert images into the cells.
Rows	The horizontal line of cells in a spreadsheet.
Spreadsheet	A computer program that shows information in a grid of rows and columns.

7 hours over Spring Term

2 Type Activity

Online Safety

Digital Footprints

Online Safety

Digital Footprints

Spread Sheets: Lesson 1

To review the work done in 2Calculate un year 1.

To revise spreadsheet related vocabulary.

To use some 2Calculate tools that were introduced in year 1.

Spread Sheets: Lesson 2

To use copying and pasting shortcuts in 2Calculate.

To use 2Calculate totalling tools.

To use 2Calculate to solve a simple puzzle.

Spread Sheets: Lesson 3

To explore the capabilities of a spreadsheet in adding up coins to match the prices of objects.

Spread Sheets: Lesson 4

To add and edit data in a table layout.

To use the data to manually create a block graph.