

COMPUTING · GRADES 5–6

Spreadsheet Basics

Cells, formulas, sums and averages

Spreadsheet vocabulary

1

Cell

A single box in a spreadsheet.

Example: A1, B5, C12.

2

Row

Cells going across (left–right). Numbered.

Example: Row 1, Row 2.

3

Column

Cells going down. Lettered.

Example: Column A, Column B.

4

Formula

An instruction starting with =

Example: =A1+B1

5

=SUM()

Adds up a range of cells.

Example: =SUM(A1:A10)

6

=AVERAGE()

Finds the mean of a range.

Example: =AVERAGE(B2:B6)



Class-trip scenario

1. Pupils spent: \$6, \$4, \$9, \$3, \$7. Write a formula in cell B6 to find the total.
2. Same data — write a formula to find the average spend.
3. If the data is in cells B2:B11 and you want the largest value, what formula could you use?
4. Why is `=SUM(A1:A100)` better than typing `A1+A2+A3+...`?

