ICT
Year 7
Homework Booklet
(3)

Spreadsheet Modelling

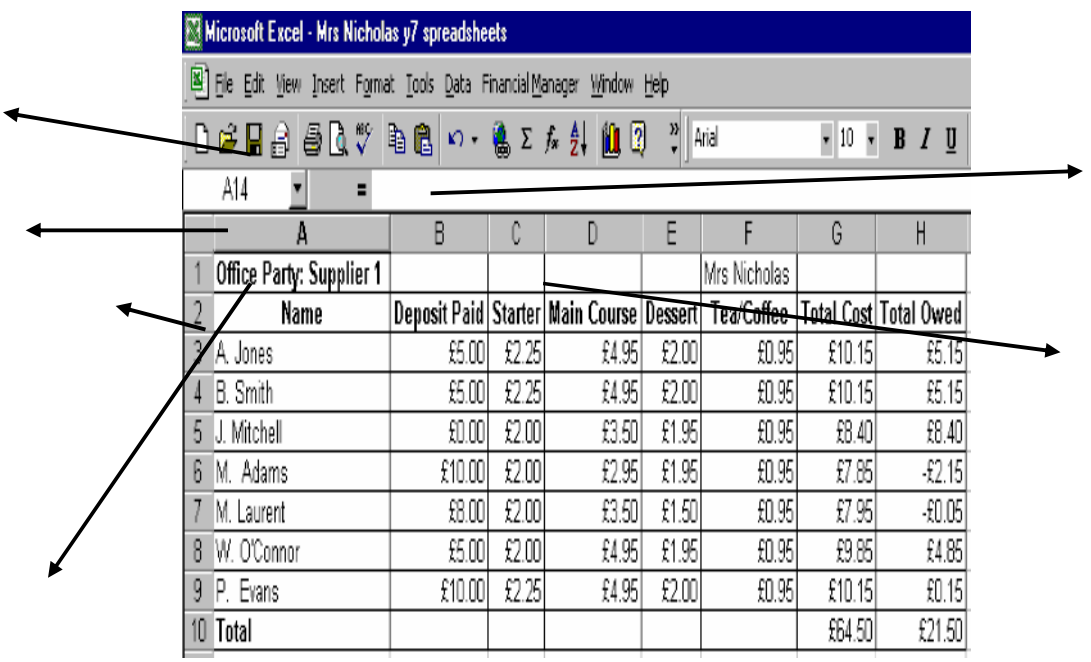
Name:

Tutor Group:

Homework 1

Look at the list below and correctly label each part of the spreadsheet. Write your answer at the side of the arrow.

Columns	Rows	Cell C1
Column Heading	Save icon	Formula Bar



	A	B	C	D	E	F	G	H
1	Office Party: Supplier 1					Mrs Nicholas		
2	Name	Deposit Paid	Starter	Main Course	Dessert	Tea/Coffee	Total Cost	Total Owed
3	A. Jones	£5.00	£2.25	£4.95	£2.00	£0.95	£10.15	£5.15
4	B. Smith	£5.00	£2.25	£4.95	£2.00	£0.95	£10.15	£5.15
5	J. Mitchell	£0.00	£2.00	£3.50	£1.95	£0.95	£8.40	£8.40
6	M. Adams	£10.00	£2.00	£2.95	£1.95	£0.95	£7.85	-£2.15
7	M. Laurent	£8.00	£2.00	£3.50	£1.50	£0.95	£7.95	-£0.05
8	W. O'Connor	£5.00	£2.00	£4.95	£1.95	£0.95	£9.85	£4.85
9	P. Evans	£10.00	£2.25	£4.95	£2.00	£0.95	£10.15	£0.15
10	Total						£64.50	£21.50

Give an example of what a spreadsheet can be used for?

Homework 2

You have started to use spreadsheets which are used for creating models and calculations. In the wordsearch are some of the words that you have used in the lesson.

A	**X**	**M**	**G**	**J**	**E**	**H**	**Q**	**R**	**U**
P	**L**	**H**	**O**	**U**	**W**	**D**	**E**	**T**	**C**
N	**Z**	**U**	**L**	**D**	**A**	**F**	**O**	**K**	**E**
M	**J**	**A**	**M**	**T**	**E**	**W**	**O**	**R**	**L**
U	**V**	**M**	**A**	**R**	**H**	**L**	**R**	**J**	**L**
L	**A**	**B**	**E**	**L**	**O**	**J**	**C**	**A**	**K**
O	**J**	**N**	**E**	**T**	**L**	**F**	**A**	**F**	**A**
C	**C**	**Q**	**L**	**A**	**K**	**H**	**K**	**W**	**G**
E	**T**	**A**	**L**	**U**	**C**	**L**	**A**	**C**	**B**
G	**R**	**Q**	**R**	**S**	**Y**	**I**	**K**	**G**	**I**

Find these words:

CALCULATE	CELL
COLUMN	DATA
FORMULA	LABEL
MODEL	REFERENCE
ROW	VALUE

Now answer the following questions:

1. What do the following symbols mean:
   a. / ……
   b. * ……
   c. + ……
   d. - ……

2. What does a formula do?

……

Homework 3

You have been looking at using spreadsheets for modelling real life situations.

Explain what the following people might use a spreadsheet for.

Person	This person might use a spreadsheet to
Accountant	
Teacher	
Shopkeeper	
Banker	
Scientist	

Homework 4

1. Fill in the missing words. Use each word in the following boxes once only.

Models	Worksheet	Cell	C2
Spreadsheet	Letter	Row	A1

Excel is a _____ computer program which is very useful for creating financial _____. Our school might use it to keep track of some of its money. The data is put into a _____ with a different bit of data in each _____. The cells are arranged as they are in the game battleships and cruisers with each column having a different _____ and each_____ has a different number.

So the cell that is in the third column and on the second row is called _____ and the top, left hand cell is_____.

1. When we work with our model we use "What if" questions. Explain what these help us to do.

……..

……..

……..

Homework 5

Use the Biscuit Model spreadsheet above to answer the following questions.

	A	B	C	D	E	F	G
1	Today's biscuits 200						
2		Ingredient	Measure	Quantity for 1	Cost for 1	Quantity for today	Cost for today
3		Wholemeal flour	grams	17.5	£0.02	3500	£4.00
4		Oatmeal	grams	5	£0.02	1000	£4.00
5		Butter	grams	11	£0.03	2200	£6.00
6		Soft brown sugar	teaspoons	0.4	£0.01	80	£2.00
7		Baking powder	teaspoons	0.1	£0.03	20	£6.00
8		Salt	teaspoons	0.05	£0.01	10	£2.00
9							
10					**£0.12**		**£24.00**

1. If you wanted to find the cost for 500 biscuits which cell would you change?

……..

2. What is the formula used to calculate the total cost for 200 biscuits?

……..

3. Look at the spreadsheet decide what type of information is in each of these cells in the table?

   Put a tick under ‘data’, ‘formula’ or ‘’label’ for each cell address.

Cell address	Formula	Data	Label
B3			
D4			
F3			
E10			
G2			