Hurst Hill Primary School
Learning Together

What I should know already...

In Year 4 the children learnt to use databases to sort and organise information. They will have some knowledge of filtering and sorting. They will have maths knowledge to support adding and totalling information.

Key skills

To use computer software to create a range of programs	Begin with Microsoft Excel on One Drive. Show the children the features on Excel- making grid lines, adding figures, changing to % etc, colour coding cells, formula for addition and multiplication, print areas, adding in workbooks.
To use a variety of software to create a range of programs	Ask children to investigate and apply what they have learnt to J2E spreadsheet and Google sheets. Evaluate what is the same and what is different. Which one do they prefer? Can they copy information from one to another?
To collect, analyse and evaluate information and data.	Teach the children filtering tools and ordering tools using one of the software packages. Can the children sort and evaluate information from a pre populated spreadsheet? Can they apply this to the other packages and compare filtering tools.
To accomplish given goals.	Children create spreadsheets with a real life purpose e.g. buying school uniform, shopping etc.
To collect, analyse and evaluate information and data.	Collaborate with others using sharing functions so they can evaluate the information they have been given.

Hardware and software

J2E spreadsheet
Google sheet
Microsoft excel

Key Vocabulary

Spreadsheet	A workbook of grids where data can be stored and sorted.
Graph/Pie chart	A way of presenting data to others.
Filter	A way of sorting data based on particular question.
Formula	A mathematical equation used in a spreadsheet to add, subtract etc.
Manipulate	Order data to answer a question.
Cell	One block on a workbook where data and formula can be added
Workbook	A sheet of multiple cells which can be used to store data
Print area	Print areas are set to print parts of the workbook which are needed
Drop down	A menu where different option 'drop down' to help with sorting
Alphabetical	In alphabetical order
Ascending	Going up
Descending	Going down
Percentage	Out of 100
Currency	The unit of money used in a country.

National Curriculum

The children will:

Select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals, including collecting, analysing, evaluating and presenting data and information.

Use technology safely, respectfully and responsibly; recognise acceptable/unacceptable behaviour.

Real World

Use a choice of spreadsheet to collect, present, analyse, evaluate data.

Useful websites

https://www.thinkuknow.co.uk/ If you want to know more about staying safe online

www.hursthillprimaryschool.com›unify Hurst Hill unify site to access emails and applications-**J2E and Scratch**

www.hursthillprimaryschool.com The school website

bbc.co.uk/cbbc Dr who and the Darleks game– explains what Boolean is.

Www.childline.org.uk contact ChildLine if you are worried about anything

Online safety

I can explain how many free apps or services may read and share my private information (e.g. friends, contacts, likes, images, videos, voice, messages, geolocation) with others.
I can explain how and why some apps may request or take payment for additional content (e.g. in-app purchases) and explain why I should seek permission from a trusted adult before purchasing.
I can assess and justify when it is acceptable to use the work of others.
I can give examples of content that is permitted to be reused.