

Y6 - Knowledge Organiser – Information Technology

Key Facts

- A spreadsheet is an electronic document in which data is arranged in the rows and columns of a grid and can be manipulated and used in calculations.
- Each cell has a unique cell reference. This allows you to say where a particular piece of data is held.
- Cell formatting makes cells easier to use and read. It easily shows you what each cell contains.
- A formula can tell a computer which mathematical operation to use for a calculation: add, multiply, divide, or subtract.
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Key Vocabulary

- Data
- Table
- Structure
- Spreadsheet
- Cell
- Format
- Formula
- Calculate
- Duplicate

Cell references

	A	B
1	Name	Number of days off
2	Reina	10
3	David	13
4	Yiannis	1
5	Bob	5
6	Amin	9

The word 'Name' is in cell A1.



hh:mm:ss

03:03:00