



# (Summer) Learning Journey for Computing

## How does this unit link to prior learning?

This unit builds on your ability to follow instructions accurately and use digital tools independently. You will develop this further by organising information clearly, using cell references, and checking your work carefully (debugging) so calculations and outputs are correct on a spreadsheet.

## What will you be learning about?

You will learn how spreadsheets store and organise data using **rows, columns and cells**. You will practise **formatting, cell referencing**, and writing **formulas** and key **functions** (e.g., SUM, AVERAGE, MIN, MAX). You will then create and edit **charts** to present data visually and begin using more advanced tools such as **IF** (and exploring COUNTIF / VLOOKUP) to complete a final spreadsheet assessment.

We will develop our learning each week by focusing on:	Skills	RAG
<b>Lesson 1 – Spreadsheet basics:</b> Parts of a spreadsheet, cell referencing, formatting, and simple formulas.	<b>Identify rows / columns / cells; use cell references; format tables neatly; write basic formulas and check accuracy.</b>	
<b>Lesson 2 - Statistics with functions:</b> Using charting and MIN, MAX, AVERAGE (and SUM) and create a suitable chart from data.	<b>Use functions correctly; interpret results (highest / lowest / average); choose an appropriate chart type; label and present clearly.</b>	
<b>Lesson 3 - Charts and visualising data:</b> Create charts (bar / column / pie / line) and edit them to improve communication of information.	<b>Create charts; add / edit titles and labels; format charts; explain which chart type best suits different data.</b>	
<b>Lesson 4 - Spreadsheet project:</b> Apply spreadsheet tools to build a complete solution using formulas, functions and charts.	<b>Apply formulas / functions accurately; debug errors; work across tabs; justify tool choices; begin using IF and research COUNTIF / VLOOKUP.</b>	
<b>Lesson 5 - Assessment preparation:</b> Improve quality (formatting, layout, accuracy) and produce high-quality labelled graphs; practise IF decisions aligned to success criteria.	<b>Refine presentation; ensure formulas are correct; create and edit graphs; practise IF logic; self-assess using rubric.</b>	
<b>Lesson 6 - Final assessment:</b> — “Voting System” spreadsheet: formatting + formulas, IF, graphs, and extensions such as conditional formatting / dropdowns / advanced functions.	<b>Demonstrate independence; meet success criteria; use IF and graphs accurately; extend with conditional formatting / data validation where appropriate; evaluate your final solution.</b>	

## Key vocabulary

Spreadsheet	Rows	Columns	Cell	Cell reference	Data	Table	Formatting	Border
Alignment	Formula	Chart	Label	Axis	drop-down list	data validation		debug

## How will this help you in the future?

KS4	Beyond LHS
<ul style="list-style-type: none"> <li>Builds strong foundations for KS4/GCSE-style data handling: organising datasets, applying formulas/functions, interpreting outputs.</li> <li>Develops confidence with spreadsheet tools that support coursework, investigations, and evidence presentation.</li> </ul>	<ul style="list-style-type: none"> <li>Data analyst/accountant/business: budgets, trends, totals/averages, dashboards and reporting.</li> <li>Science/sports analysis: recording results, comparing performance, spotting patterns using charts</li> <li>Retail/banking/enterprise: stock control,</li> </ul>