

## Lesson Plan

<b>Teacher</b>	[AA]	<b>Date</b>	00/00/00	<b>Period</b>	0	<b>Class</b>	8AA
<b>No. pupils</b>	00	<b>SEN</b>	0	<b>G&amp;T</b>	0		

<b>Project title</b>	Gangsta Zoo
<b>Context of project</b>	During this unit, pupils will reinforce their knowledge of spreadsheets. This will include a recap of writing basic formula and creating charts. They will then learn to sort data in tables, to write absolute cell references and to use tools such as conditional formatting.
<b>Lesson No.</b>	Lesson 1
<b>Learning Objectives for this lesson</b>	<p>To remind pupils about spreadsheet terminology</p> <p>To remind pupils how to write basic spreadsheet formulae</p> <p>To remind pupils how to create a basic column chart from two non-adjacent columns of data</p>
<b>Learning Outcomes for this lesson</b>	<p><i>All pupils will:</i> Be able to enter data into a spreadsheet and write a simple multiplication formula. They will include simple formatting options in the spreadsheet such as shading.</p> <p><i>Most pupils will:</i> Be able to enter data into a spreadsheet and write a simple multiplication formula. They will also be able to write a correct =SUM formula to calculate data in a column. They will also create a basic column chart. They will format currency correctly to 2dp.</p> <p><i>Some pupils will:</i> Be able to enter data into a spreadsheet and write a simple multiplication formula. They will also be able to write a correct =SUM formula to calculate data in a column. They will also create a basic column chart. They will format currency correctly to 2dp. They will research the layout of a fax document and create one of their own. Their fax document will include all of the necessary information and be laid out professionally.</p>
<b>Key Terms for this lesson</b>	Spreadsheet, formula, table, data, titles, SUM, column chart, axes, currency, decimal places



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