

Lesson Plan

Date	
Period	
Class	7.
Lesson	Spreadsheets and Modelling Lesson 1

<p>Context of the lesson Where this fits into the “Big Picture”</p>	<p>The Key Stage 3 curriculum requires pupils to learn how simple models are built by first investigating rules and then by seeing how rules can govern the behaviour of simple models. This series of 6 lessons will develop these skills, eventually leading pupils to set up a model and then using it to investigate various scenarios.</p>	
<p>MLO for this lesson. What will pupils know/understand by the end of the lesson</p>	<p><i>Know:</i> What the terms: cell, value, label and formula mean</p> <p><i>Understand:</i>. How to write a formula</p> <p><i>Be able to:</i> Create a simple model using formulae and make use of basic formatting features.</p>	
<p>Teacher input/Activities. What the pupils should undertake with approximate timings.</p>	<p>Greet and settle students. Take register</p> <p><u>Paired discussion:</u> What is a spreadsheet? What words do you associate with a spreadsheet? Feedback to class.</p> <p><u>Introducing terms</u> Show ‘SS_features.ppt’ and explain the different terms to students.</p> <p>Hand out the ‘Spreadsheet features.doc’ task. Students to complete individually. Go through the answers with the class.</p> <p><u>Formula Practice</u> Ask students to save the file ‘test your skills.xls’ to their own area. They can work through this to ensure that they understand how to write simple formulae. Provide assistance as required</p> <p><u>Introduce students to the project</u> Show ‘project1.ppt’ to students.</p> <p><u>Hand out ‘Shopping list 1.doc’</u> Ask students to follow the instructions to set up a spreadsheet to calculate the costs of the items that need to be bought.</p> <p>Show students how to access the video tutorials: http://www.teach-ict.com/software/excel/excel.htm They should try to find out how to do as many tasks for themselves as possible.</p> <p>Provide assistance as required.</p>	<p>5 mins</p> <p>7.5 mins</p> <p>5 mins</p> <p>2.5 mins</p> <p>25 mins</p>
<p>Review/Summary At least 5 minutes before end.</p>	<p>Write the following terms on the board: Cell reference; formula; value; label; active cell Ask them to explain to their partner what each term means. Ask different students to then explain to the class.</p>	

Extension work	Find out how to show their formulas, print them out and annotate them.
Homework	Homework 1.doc
Materials required	SS features.ppt Spreadsheet features.doc test your skills.xls Project.ppt Shopping list 1.doc Homework1.doc http://www.teach-ict.com/software/excel/excel.htm

You may:

- Guide teachers or students to access this resource from the teach-ict.com site
- Print out enough copies to use during the lesson

You may not:

- Save this resource to a school network or VLE
- Adapt or build on this work

A subscription will enable you to access an editable version and save it on your protected network or VLE