

## Personalised Learning Checklist

Subject: Computing

Year group: 7 – Term 2



Dear Student,

The list below is the learning you should will complete in term 2. Your teacher will use the list to check your progress during this time. It may be used for short quizzes, mini assessments or homework. Where there are gaps your lessons will focus on improving your knowledge and understanding.

Objective	My personal RAG rating (Red- do not understand, Amber- some understanding, Green- I am confident)			Teacher RAG rating
Identify columns, rows, cells, and cell references in spreadsheet software	RED	AMBER	GREEN	
Use formatting techniques in a spreadsheet	RED	AMBER	GREEN	
Use basic formulas with cell references to perform calculations in a spreadsheet (+, -, *, /)	RED	AMBER	GREEN	
Use the autofill tool to replicate cell data	RED	AMBER	GREEN	
Explain the difference between data and information	RED	AMBER	GREEN	
Explain the difference between primary and secondary sources of data	RED	AMBER	GREEN	
Collect data	RED	AMBER	GREEN	
Analyse data	RED	AMBER	GREEN	
Create appropriate charts in a spreadsheet	RED	AMBER	GREEN	
Use the functions SUM, COUNTA, MAX, and MIN in a spreadsheet	RED	AMBER	GREEN	
Analyse data	RED	AMBER	GREEN	
Use a spreadsheet to sort and filter data	RED	AMBER	GREEN	
Use the functions AVERAGE, COUNTIF, and IF in a spreadsheet	RED	AMBER	GREEN	
Use conditional formatting in a spreadsheet	RED	AMBER	GREEN	
Apply all of the spreadsheet skills covered in this unit	RED	AMBER	GREEN	