Curriculum Plan		Subject	Spreadsheets	Year	8

	W/C 22th February	W/C 1st March	W/C 8th March	W/C 15th March	W/C 22nd March	W/C 29th March
How you will access home learning	Look at Satchel One for the lessons. All presentations and worksheets will be made available through both Satchel One and MS TEAMS using the team created for that IT group. Please look under the section entitled Files > Class materials. Students will be directed to use Microsoft Excel software. This is available as part of the free package of Microsoft Office from the student login part of the school intranet. They may also use the online version through www.office.com using their school Credentials, but this version is limited in its capabilities. They can also access the program using the remote desktop for school.					
How you be able to interact with your teacher and gain feedback on your work	Satchel One and MS TEAMS will provide a medium for the distribution of materials and students can post further questions in the chat on the general channel but email should be used as the means of contacting the teacher directly for questions. Feedback on work is given through Satchel One.					
Retrieval Focus How we will help you to recall previously learnt knowledge	The unit will be a new one but may consolidate knowledge, skills and understanding from KS2. The unit will follow the lesson provided by the Oak Academy online. From lesson two there will be introductory quizzes which will retrieve knowledge from previous lessons. Assessment quizzes will be used in MS TEAMS and links will be shared through both Satchel One and MS Teams. The submission of worksheets to support and encourage students will be made available in Satchel One.					
New Learning	What you will be learning about this week	The unit is a practical, skills-based unit covering the principles of creating and formatting basic spreadsheets to produce and use simple computer models. It is suitable for pupils who have a basic knowledge of spreadsheets including cell references, simple formulae and formatting, although these topics are revised in the first lesson, making it also suitable for pupils new to spreadsheets. Pupils start by looking at different types of model and then use basic spreadsheet techniques to create and format a simple. The model is then extended with the introduction of "what if" scenarios. Spreadsheet features covered include SUM, MAX, IF and COUNTIF functions, cell naming for absolute referencing, conditional formatting, validation, charting and simple macros. Microsoft Excel software is used in this unit. Assessment will be by means of an Assessment test. At the end of this Unit all pupils should be able to: • Give examples of how computer models are used in the real world • Format a simple spreadsheet model • Use simple formulae and functions • Name cells in a spreadsheet model • Use a simple spreadsheet model to explore different "what if" scenarios • Create a basic pie chart to display results				
	How we will teach you the new knowledge or ideas	Students will be taught through; • Satchel One and MS TEAMS. • Introductory quizzes • Video modelling tasks				

		- Worksheets - Practical tasks using the Microsoft Excel software - Low stakes knowledge exit assignment quizzes
	Activities that will help you learn and practice what you've been taught	Pupils will put evidence of their work into a PowerPoint based worksheet and submit this through Satchel One for assessment. They will also answer questions what they have learnt each lesson on an exit assignment quiz in MS TEAMS in order to demonstrate understanding. Regular teacher assessment, including questioning and observation, will be used in lessons in order to reinforce the evidence of understanding in the Assessment Portfolio.
	What you can do if you're stuck	Firstly if a student is stuck on something in one of the lessons on the unit they should review the content as the directions to answers are always provided. If students are still struggling then students can contact the teacher through email, or MS TEAMS.
Checking in How we will check in with you to support you with your remote learning		Satchel One and MS TEAMS allows teachers to see progress on the worksheets and screen grabs of the practical tasks. We also use the submission feature of Satchel One for students to submit worksheets and update their teacher on their progress through each section. If no progress is shown in either location first contact is to be made through email to student and HoY.