Name _____ Date _____

ICT · Spreadsheets: totals

Cells, Rows and Columns

Read the big idea. Then circle true or false.



Spreadsheets

A spreadsheet is a grid of boxes called cells. Rows go across and have numbers (1, 2, 3). Columns go down and have letters (A, B, C). Each cell has an address made of its column and row, like B3.

1. Rows go across. True False

2. Columns have numbers. True False

3. A cell is one box in the grid. True False

4. B3 means column B, row 3. True False

Name _____ Date _____

ICT · Spreadsheets: totals

Fix the Formula

Each formula has a mistake. Circle the correct one.

1. Add A1 and A2

=A1+A2 A1+A2

2. Total of B1 to B4

=SUM(B1:B4)

=SUM(B1-B4)

3. Multiply C2 by 3

=C2x3 =C2*3

4. Take D2 away from D1

=D1-D2 =D2-D1

5. Add the whole of column E from E1 to E10

=SUM(E1:E10)

=SUM(E1,E10)

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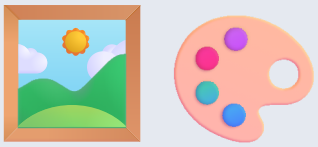
Name _____ Date _____

ICT · Making a poster

What Makes a Good Poster?

Read the big idea. Then circle true or false.



Posters

A poster shares one message quickly. People may look at it for only a few seconds, so it needs a big title, a clear picture and only the most important words. A good poster is planned for a purpose and an audience.

1. A poster should share one main message. True False

2. A poster needs lots of tiny writing. True False

3. People often look at a poster for only a few seconds. True False

4. A clear picture helps a poster. True False

Name _____ Date _____

ICT · Making a poster

Computer Tools

Match each tool to what it does.

Write the letter in the box.

☐	1. Text box	a)	add a photo or drawing
☐	2. Insert picture	b)	type words anywhere on the page
☐	3. Shapes	c)	put words in the middle
☐	4. Font size	d)	take back the last change
☐	5. Undo	e)	make words bigger or smaller
☐	6. Align centre	f)	draw boxes, arrows and stars

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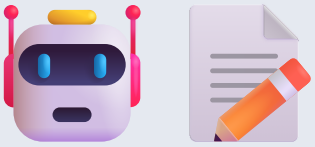
Name _____ Date _____

ICT · Coding with loops and conditions

Algorithms and Sequences

Read the big idea. Then circle true or false.



Algorithms

An algorithm is a set of clear steps to do a job. A sequence is steps done in the right order, one after another. Computers follow algorithms exactly, so every step must be clear and in order.

1. An algorithm is a set of steps. True False

2. The order of steps does not matter. True False

3. Computers follow instructions exactly. True False

4. A recipe is a kind of algorithm. True False

Name _____ Date _____

ICT · Coding with loops and conditions

If Then Else

Match each condition to its action.

Write the letter in the box.

☐	1. If the sprite touches the wall	a) then add 1 to the score
☐	2. If the answer is correct	b) then say Game over
☐	3. If the battery is low	c) then show a warning
☐	4. If the key pressed is the right arrow	d) then turn around
☐	5. If the timer reaches 0	e) then move right

More free worksheets **littletakhti.com**

Name _____ Date _____

ICT · Online research and checking sources

What Is Research?

Read the big idea. Then circle true or false.



Research

Research means looking for information to answer a question. We can research in books, by asking experts, or online using a search engine. A search engine is a website that finds web pages for us. Always research online with a grown-up nearby.

1. Research means looking for information. True False

2. A search engine finds web pages for us. True False

3. We can only research online. True False

4. Books are also good for research. True False

5. Children should search online with a grown-up nearby. True False

Name _____ Date _____

ICT · Online research and checking sources

Real or Fake?

Look at each picture. Fill in the clue.

photo **headline** **date** **author** **prize** **sources**



1. A _____ that looks edited, like a shark swimming on a road.



2. A shouting _____ in capital letters: YOU WON'T BELIEVE THIS!



3. An old _____, so the news is out of date.



4. No _____ name anywhere on the page.



5. A pop-up saying you won a _____: click here!



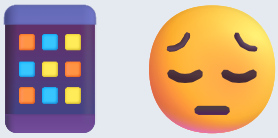
6. Other good _____ do not say the same thing.

Name _____ Date _____

ICT · Cyberbullying and kindness

What Is Cyberbullying?

Read the big idea. Then circle true or false.



Cyberbullying

Bullying is when someone is unkind to another person on purpose, again and again. Cyberbullying is bullying that happens online: in chats, games, messages or comments. It can mean sending mean messages, sharing embarrassing photos, spreading lies or leaving someone out of a group on purpose.

1. Cyberbullying happens online. True False

2. Sending mean messages again and again is bullying. True False

3. Leaving someone out of a group chat on purpose can be bullying. True False

4. Cyberbullying is just a joke, so it does not hurt. True False

5. Sharing someone's photo to laugh at them is kind. True False

Name _____ Date _____

ICT · Cyberbullying and kindness

THINK Before You Post

Read the rule. Then fill in the blanks.

True **Helpful** **Inspiring** **Necessary** **Kind**

Before you post or send something, THINK. Is it True? Is it Helpful? Is it Inspiring? Is it Necessary? Is it Kind? If the answer is no, do not post it.

1. T stands for _____.
2. H stands for _____.
3. I stands for _____.
4. N stands for _____.
5. K stands for _____.

ANSWER KEY

Name _____ Date _____

ICT · Spreadsheets: totals

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Name _____ Date _____

ICT · Making a poster

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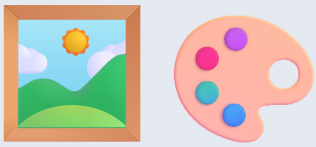

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1. A poster should share one main message. **True** / False

2. A poster needs lots of tiny writing. True / **False**

3. People often look at a poster for only a few seconds. **True** / False

4. A clear picture helps a poster. **True** / False

ANSWER KEY

Name _____ Date _____

ICT · Making a poster

Computer Tools

Match each tool to what it does.

Write the letter in the box.

b	1.	Text box
a	2.	Insert picture
f	3.	Shapes
e	4.	Font size
d	5.	Undo
c	6.	Align centre

a) add a photo or drawing

type words

b) anywhere on the page

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ANSWER KEY

Name _____ Date _____

ICT · Coding with loops and conditions

Algorithms and Sequences

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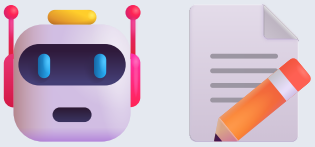

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Write the letter in the box.

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a	2.	If the answer is correct
c	3.	If the battery is low
e	4.	If the key pressed is the right arrow
b	5.	If the timer reaches 0

a) then add 1 to the score

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ANSWER KEY

Name _____ Date _____

ICT · Online research and checking sources

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Look at each picture. Fill in the clue.

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2. A shouting **headline** in capital letters: YOU WON'T BELIEVE THIS!



3. An old **date**, so the news is out of date.



4. No **author** name anywhere on the page.



5. A pop-up saying you won a **prize**: click here!



6. Other good **sources** do not say the same thing.

ANSWER KEY

Name _____ Date _____

ICT · Cyberbullying and kindness

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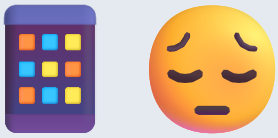

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ANSWER KEY

Name _____ Date _____

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