

LESSON 6

Seeing the Story, Charts, Filters & IF

60 minutes

Working with Spreadsheets

WHAT THIS LESSON DOES

Learn to sort, filter, and chart your spreadsheet data to uncover patterns and make real decisions. You'll build formulas, highlight important values, and create charts that actually change something about your project.

WHAT STUDENTS SHOULD BE ABLE TO DO

- Sort and filter data to answer specific questions about a dataset
- Create and format column and pie charts with clear titles and labels
- Choose the right chart type to tell the story your data needs to tell
- Apply conditional formatting to highlight values that matter
- Write an IF formula to categorise values automatically

Seeing the Story, Charts, Filters & IF

HOW THE LESSON RUNS	
Introduction	
Key Concepts	
Step-by-step Task	
Common Issues	
Portfolio Build, Your Decision Chart	
Reflection	
Lesson Summary	