

Database Sorting Task

Instructions before the lesson

- Print out enough copies of the task for pairs or groups of students
- Before the lesson, cut around each rectangle
- Shuffle each piece of paper
- Place one set of shuffled pieces of paper into an envelope

Instructions during the lesson

- Put students into pairs or groups
- Hand out one envelope per group
- Ask students to sort the words into a comprehensive sentence

The sentence that students are trying to reconstruct is:

A spreadsheet is a piece of software which is used for handling numbers & data. Spreadsheets consist of a grid which organises the data into columns and rows. Formulae and functions can be used to perform calculations on the data.

You may:

- Guide teachers or students to access this resource from the [teach-ict.com](http://www.teach-ict.com) site
- Print out enough copies to use during the lesson

You may not:

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

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

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