



Year 11 Revision

Information Technology

Support 2021-22

Advice and support for all Year 11 students Regular independent study will aid the recall of knowledge and enhance your skills to ensure targets are met next year	Tick when complete
<p>Section 2: Sorting by 'Date of visit' order (e.g Oldest to newest)</p> <p>Section 3: COUNTA and Formula Subtotals, Percentages and Averages</p> <p>Section 4: SUM and Formula</p> <p>Section 5: Pivot Tables</p> <p>Section 6: Freezing Panes</p> <p>Section 7: Conditional Formatting</p> <p>Section 8: Filters</p> <p>Section 9: Using data validation to create a Dropdown List</p> <p>Section 10: Filtering data using a Dropdown list</p> <p>Section 11: Subtotals, Percentages and Averages</p> <p>Section 12: VLOOKUP</p> <p>Section 13: Subtotals, Percentages and Averages</p> <p>Section 14: Creating Charts and Graphs</p> <p>Section 14: Creating Macros</p> <p>Section 15: MAX, AVERAGES and MIN formulae</p> <p>Section 16: Creating and using MACROS</p> <p>Section 17: Putting the Dashboard together</p> <p>For all sections you need to have an explanation of the tool/method, how did you use it, with what data and why?</p>	
Internet websites and apps for study support	
YouTube – Vlookup Method excel- https://www.youtube.com/watch?v=d3BYVQ6xIE4 Creating a Macros https://youtu.be/MUeL0nHEqkl If statements, Nested if https://www.youtube.com/watch?v=KkTaQ5OjAGc	
General information	
1 st submission for feedback deadline Sunday 17th April Feedback given 19th April 2 nd Resubmission with completed feedback Friday 22nd April Grade given 25th April	

Exam board - Advanced info guidance

Study areas to practise or complete	Where to find the information to revise	Tick when complete
Key skills to practise	Where to find support on how to practise	Tick when complete
Sorting and Filter	Checklist Example on Teams	
COUNTA and Formula	CountA examples used in lesson- Components 2 folder on teams	
1.Subtotals, Percentages and Averages	SubTotal average and sum formula example excel worksheets "Cinema Dashboard "	
2.SUM and Formula		
Pivot Tables	Youtube- link to how to create a pivotable out of data.	
Freezing Panes	Freeze pain clip on teams – How to use freezing pane.	
Macros	3 links to how to record a macro.	
Dropdown list	Tutorial done in lesson – Teams How to create a dropdown list	
Creating a Dashboard	Teams- Creating a dashboard <ul style="list-style-type: none"> - Importance of presenting data - "CinemaDashboard" 	