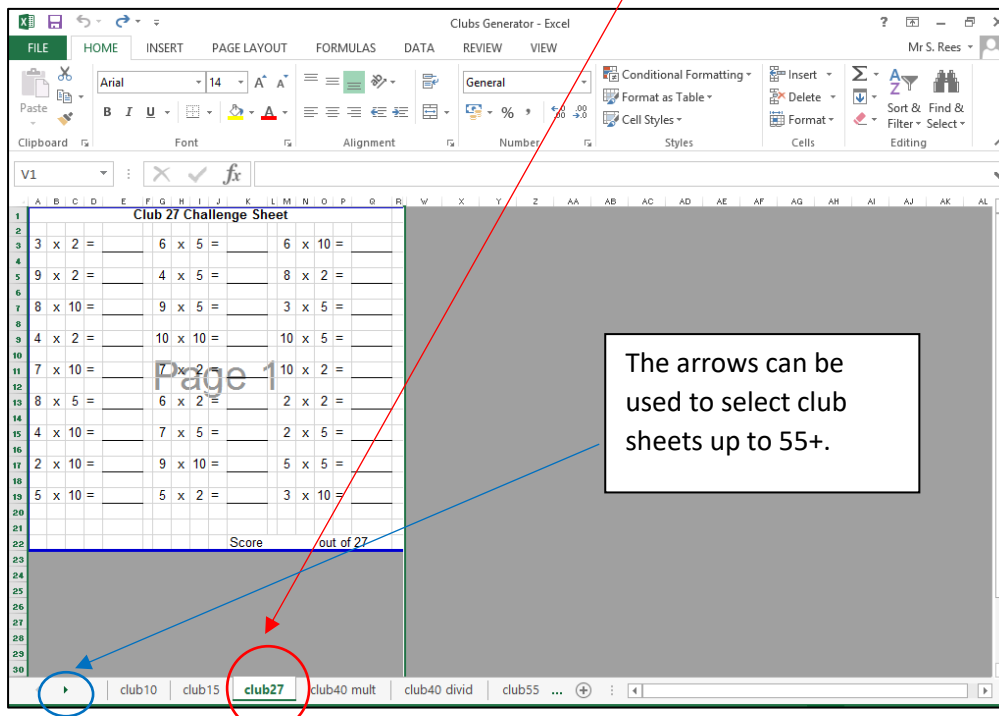


Spreadsheet Instructions

As you download the spreadsheet, a dialogue box will appear asking if you would like to repair the file. Click yes. Once opened, there may be a dialogue box at the top of the spreadsheet asking you if you would like to enable content and the macros or enable editing. In both instances click Enable. This will not harm your computer. It simply allows the spreadsheet to function correctly.

To print a sheet

1. Open the spreadsheet.
2. Click on the club sheet required (this can be done by using the tabs at the bottom of the spreadsheet).



3. Click file – print.

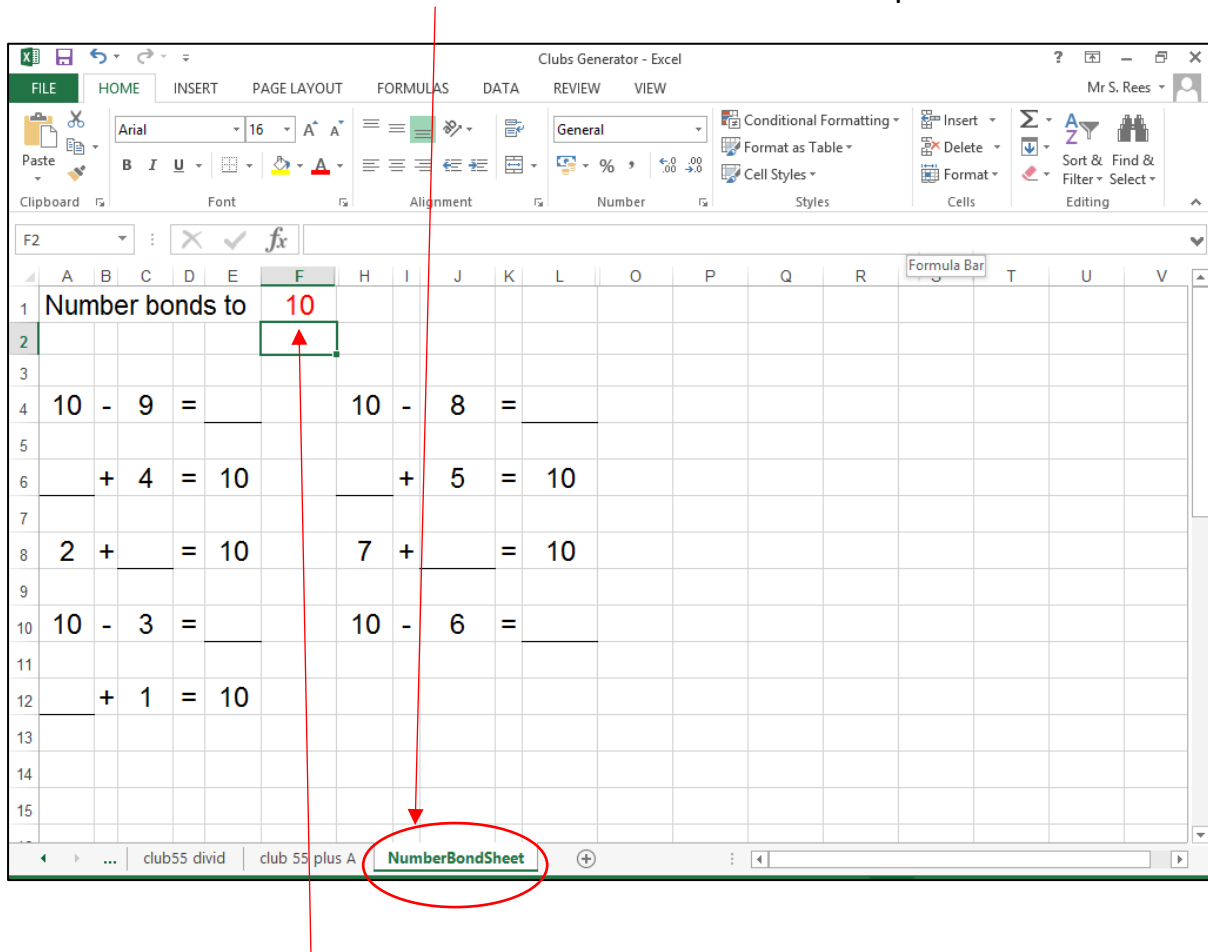
To randomly generate new questions

1. Open the spreadsheet.
2. Select the club sheet required.

3. Click an empty box on the spreadsheet. Press the del button on your keyboard. For Macs, press Ftn \leftarrow This will enable you to randomly generate new questions for the club sheet of your choice.

Number Bonds

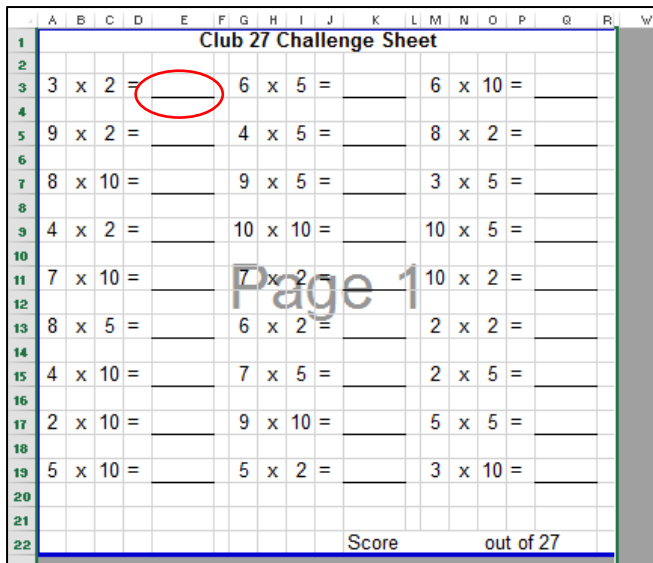
1. Click on the number bond tab at the bottom of the spreadsheet.



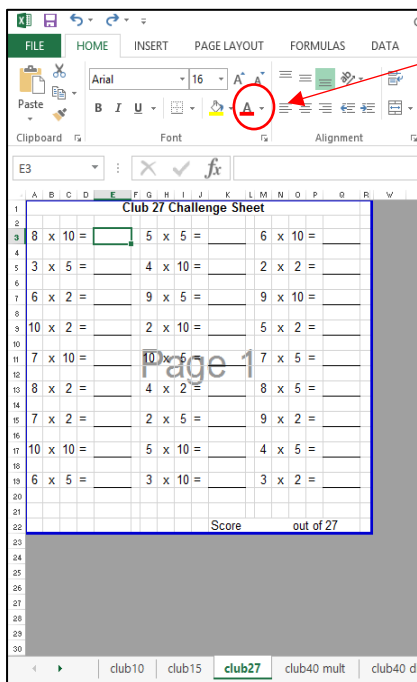
2. Select the number at the top of the screen and edit the value if required to change the number bond sums. Values greater than 10 can be entered, and so provides a useful practice tool for children **throughout** school.
3. Click file – print.
4. To generate another set of questions for the same number bond, click any answer box on the grid. Press the del button on your keyboard. For Macs, press Ftn \leftarrow

Revealing answers

1. Click onto an answer box within an open tab.



2. Change the colour of the font. Click on the font colour icon whilst you have still selected an answer grid.



3. Repeat this for each of the answer boxes. Remember, if you want to hide them again, you will have to change the font colour back to white.

It may be easier to check your answers using a calculator!