

**Section A: Spreadsheets**

1. A formula automatically calculates a result based on the values in specified cells
2. Because the formula recalculates automatically whenever the numbers it depends on change
3. Spreadsheets can calculate automatically and reduce the chance of manual calculation errors
4. To visually show trends or comparisons that might be harder to spot in a table of numbers
5. Rows and columns intersect to create individual cells, which together form an organised grid of data

Section B: Databases

1. Because a computer can search and sort large amounts of data far faster than checking manually
2. Accept a reasonable question, e.g. "how many books does the library have by a certain author?"
3. Because entering wrong information could lead to errors when the data is searched or relied upon
4. Sorting arranges data in a particular order; searching finds specific data matching certain criteria
5. Because a paper list would be slow and difficult to search through for a large collection of books