

OALCF Task Cover Sheet

Task Title: Creating & Calculating a Restaurant Bill

Learner Name:

Date Started:

Date Completed:

Successful Completion: Yes ___ No ___

Goal Path: Employment Apprenticeship ___ Secondary School ___ Post Secondary Independence ___

Task Description:

Create a restaurant bill. Complete and calculate the restaurant bill for several tables of guests.

Competency:

A: Find and Use Information
B: Communicate Ideas and Information
C: Understand and Use Numbers
D: Use Digital Technology

Task Group(s):

A2: Interpret documents
B3: Complete and create documents
C1: Manage money
D2: Use digital technology

Level Indicators:

A2.3: Interpret somewhat complex documents to connect, evaluate and integrate information
B3.2a: Use layout to determine where to make entries in simple documents
B3.3b: Create more complex documents to sort, display and organize information
C1.2: Make low-level inferences to calculate costs and expenses that may include rates such as taxes and discounts
D.3: Experiment and problem-solve to perform multi-step digital tasks

Performance Descriptors: see chart on last page

Materials Required:

- Computer/Printer
- Pen and Paper
- Preparing a Bill - Attached
- Menu Prices - Attached

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Learner Information and Tasks

As a server, you are required to keep track of what people order and how much their meal costs. Throughout the time that you are serving the customer, you need to keep an accurate record of each purchase and menu choice that the customer makes to prepare the bill for them when they are ready to leave. Gratuity or tips are calculated on the total bill usually before taxes and represents an average tipping amount of 20%. Tipping or gratuities are dependent on the service you provide for your guests.

Task 1:

1. Use a table on the computer to create a bill.
2. Use the following information as the headings in the bill.
 - a. Name and address of the restaurant
 - b. The date
 - c. Table number
 - d. Server name - use your name
 - e. Number of guests at the table
 - f. Number and name of menu items ordered (there need to be enough rows for the most items ordered in Part 2)
 - g. Price per menu item
 - h. Total for each menu item
 - i. Taxes - both alcohol and food
 - j. Total amount of bill
3. Print out 6 copies of the bill you created to complete Part 2.

Task 2:

1. Prepare one bill for each table of guests you served. Everyone at the table is on the same bill.
2. Complete each bill including the menu items and the total price for each item. Use the information from **Preparing a Bill** and the **Menu Prices** attached.
3. Calculate the total of each bill using the amounts and taxes in the menu prices.

Task 3:

1. On a separate paper calculate your potential gratuity of 20% for each bill before taxes.

PREPARING A BILL

Group # 1

6 People

4 appetizers

2 soups

6 salads

2 chicken main courses

3 vegetarian main courses

1 beef main course

3 desserts

4 coffees

2 teas

2 bottles of White Wine

Group # 2

2 People

2 soups

2 appetizers

1 beef main course

1 fish main course

2 teas

½ bottle of White Wine

Group # 3

8 People

8 soups

8 salads

2 beef main course

3 fish main course

1 vegetarian main course

1 chicken main course

1 pasta main course

2 teas

6 coffees

5 desserts

2 fresh fruit desserts

1 bottle white wine

1 bottle red wine

3 digestifs (after dinner liqueurs)

Group # 4

4 People

3 soups
4 appetizers
4 salads
2 beef main course
2 fish main course
3 desserts
1 fresh fruit dessert
4 teas
½ bottle red wine
½ bottle white wine

Group # 5

12 People

12 soups
12 salads
6 beef main course
6 chicken main courses
12 desserts
8 coffees
4 teas
2 bottles red wine
2 bottles white wine

Group # 6

2 People

2 soups
2 appetizers
2 fish main course
2 fresh fruit desserts
2 teas
1 bottle white wine
2 digestifs (After dinner liqueurs)

Menu Prices

All items of each category are the same price. For example, the restaurant may offer several different types of soups, but they are all the same price, all desserts at the same price, etc. If there is a different price for the item it will be indicated separately.

Soup	\$4.50
Salad	\$6.95
Appetizer	\$8.50
Beef Main Course	\$22.00
Fish Main Course	\$19.00
Chicken Main Course	\$16.50
Pasta Main Course	\$17.00
Vegetarian Main Course	\$16.50
Desserts	\$6.00
Fresh Fruit Desserts	\$5.00
Tea / Coffee	\$1.50

Wines

Red Wine

Bottle	\$26.00
½ Bottle	\$16.00

White Wine

Bottle	\$24.00
½ Bottle	\$14.00

Digestifs / After Dinner Liqueurs

1 ½ oz.	\$6.00
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Taxes

13 % on all food items

15 % on all liquor items

Determine your average gratuity by multiplying the total amount of food and alcohol costs before taxes by 20%. This represents an average tipping amount and is very much dependent on your service.

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Answer Sheet

<p>Group # 1 6 People</p> <p>4 appetizers \$34.00</p> <p>2 soups \$ 9.00</p> <p>6 salads \$41.70</p> <p>2 chicken main courses \$33.00</p> <p>3 vegetarian main courses \$49.50</p> <p>1 beef main course \$22.00</p> <p>3 desserts \$18.00</p> <p>4 coffees \$6.00</p> <p>2 teas \$3.00</p> <p>2 bottles of White Wine \$48.00</p> <p>Food subtotal: \$216.20</p> <p>Food tax: \$ 28.11</p> <p>Liquor subtotal: \$ 48.00</p> <p>Liquor tax: \$ 7.20</p> <p>Bill Total \$299.51</p> <p>Potential Gratuity \$ 52.84</p>	<p>Group # 2 2 People</p> <p>2 soups \$ 9.00</p> <p>2 appetizers \$13.90</p> <p>1 beef main course \$22.00</p> <p>1 fish main course \$19.00</p> <p>2 teas \$3.00</p> <p>½ bottle of White Wine \$14.00</p> <p>Food subtotal: \$66.90</p> <p>Food tax: \$8.70</p> <p>Liquor subtotal: \$14.00</p> <p>Liquor tax: \$2.10</p> <p>Bill Total \$91.70</p> <p>Potential Gratuity \$16.18</p>
<p>Group # 3 8 People</p> <p>8 soups \$36.00</p> <p>8 salads \$55.60</p> <p>2 beef main course \$44.00</p> <p>3 fish main course \$57.00</p> <p>1 vegetarian main course \$16.50</p> <p>1 chicken main course \$16.50</p> <p>1 pasta main course \$17.00</p> <p>2 teas \$3.00</p> <p>6 coffees \$9.00</p> <p>5 desserts \$30.00</p> <p>2 fresh fruit desserts \$10.00</p> <p>1 bottle white wine \$24.00</p> <p>1 bottle red wine \$26.00</p> <p>3 digestifs \$18.00</p> <p>Food subtotal: \$294.60</p> <p>Food tax: \$38.30</p> <p>Liquor subtotal: \$68.00</p> <p>Liquor tax: \$10.20</p> <p>Bill Total \$411.10</p> <p>Potential Gratuity \$72.52</p>	<p>Group # 4 4 People</p> <p>3 soups \$13.50</p> <p>4 appetizers \$34.00</p> <p>4 salads \$27.80</p> <p>2 beef main course \$44.00</p> <p>2 fish main course \$38.00</p> <p>3 desserts \$18.00</p> <p>1 fresh fruit dessert \$5.00</p> <p>4 teas \$6.00</p> <p>½ bottle red wine \$16.00</p> <p>½ bottle white wine \$14.00</p> <p>Food subtotal: \$186.30</p> <p>Food tax: \$24.22</p> <p>Liquor subtotal: \$30.00</p> <p>Liquor tax: \$4.50</p> <p>Bill Total \$245.02</p> <p>Potential Gratuity \$43.26</p>

Group # 5	12 People		Group # 6	2 People	
12 soups	\$54.00		2 soups	\$9.00	
12 salads	\$83.40		2 appetizers	\$13.90	
6 beef main course	\$132.00		2 fish main course	\$38.00	
6 chicken main courses	\$99.00		2 fresh fruit desserts	\$10.00	
12 desserts	\$72.00		2 teas	\$3.00	
8 coffees	\$12.00		1 bottle white wine	\$24.00	
4 teas	\$6.00		2 digestifs	\$12.00	
2 bottles red wine	\$52.00		Food subtotal:	\$73.90	
2 bottles white wine	\$48.00		Food tax:	\$9.61	
Food subtotal:	\$458.40		Liquor subtotal:	\$36.00	
Food tax:	\$59.59		Liquor tax:	\$5.40	
Liquor subtotal:	\$100.00		Bill Total	\$124.91	
Liquor tax:	\$15.00		Potential Gratuity	\$21.98	
Bill Total	\$632.99				
Potential Gratuity	\$111.68				

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Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
A2.3	<ul style="list-style-type: none"> integrates several pieces of information from documents 			
	<ul style="list-style-type: none"> compares or contrasts information between two or more documents 			
	<ul style="list-style-type: none"> uses layout to locate information 			
	<ul style="list-style-type: none"> identifies the purpose and relevance of documents 			
	<ul style="list-style-type: none"> identifies sources, evaluates and integrates information 			
B3.2a	<ul style="list-style-type: none"> uses layout to determine where to make entries 			
	<ul style="list-style-type: none"> begins to make some inferences to decide what information is needed, where and how to enter the information 			
	<ul style="list-style-type: none"> makes entries using a limited range of vocabulary 			
	<ul style="list-style-type: none"> follows instructions on documents 			
B3.3b	<ul style="list-style-type: none"> follows conventions to display information in more complex documents (e.g. use of abbreviations, symbols) 			
	<ul style="list-style-type: none"> sorts entries into categories and subcategories 			
	<ul style="list-style-type: none"> displays many categories of information 			
	<ul style="list-style-type: none"> identifies parts of documents using titles, row and column headings, sub-headings and labels 			
C1.2	<ul style="list-style-type: none"> calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers 			
	<ul style="list-style-type: none"> calculates percentages 			
	<ul style="list-style-type: none"> interprets and applies rates (e.g. \$/kg, \$/1) 			
	<ul style="list-style-type: none"> selects appropriate steps to reach solutions 			
	<ul style="list-style-type: none"> represents costs and rates using monetary symbols, decimals 			

	and percentages			
	<ul style="list-style-type: none"> uses strategies to check accuracy (e.g. estimating, using a calculator, repeating a calculation, using the reverse operation) 			
D.3	<ul style="list-style-type: none"> experiments and problem-solves to achieve the desired results 			
	<ul style="list-style-type: none"> manages unfamiliar elements (e.g. vocabulary, context, topic) to complete tasks 			
	<ul style="list-style-type: none"> selects appropriate software when required by the task 			
	<ul style="list-style-type: none"> identifies sources, evaluates and integrates information 			

This task: was successfully completed____ needs to be tried again____

Learner Comments

Instructor (print)

Learner Signature