



Practitioner submitted task: Prepared for the Project, Teaching to Fish (Build Tasks) Integrating OALCF Task Development within Ontario's Literacy Programs (2014)

OALCF Task Cover Sheet

Task Title: Understanding Income Tax Videos - Segment 4

Learner Name:	
Date Started:	Date Completed:
Successful Completion: Yes ___ No ___	
Goal Path: Employment <input checked="" type="checkbox"/> Apprenticeship ___ Secondary School ___ Post Secondary ___ Independence <input checked="" type="checkbox"/>	
Task Description: View videos on why you need to complete an income tax form if you are employed and an overview of the forms, process and penalties.	
Competency: A: Find and Use Information	Task Group(s): A3: Extract info from films, broadcasts and presentations
Level Indicators: A3.1: Listens/watches broadcast for one piece of information A3.2: Listens/watches broadcast for more than one piece of information or one piece of information with a low level inference or with many distractors A3.3: Listens/watches broadcast for more than one piece of information and integrates that information	
Performance Descriptors: see chart on last page	
Materials Required: <ul style="list-style-type: none">• Paper and pencil/pen for notes• Computer with internet• The learner should review the tasks before watching the video. Skill building activities should discuss the pause, rewind and play process for videos.	



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Employed people have to complete an income tax return. This will allow you to receive certain income and child benefits through the government. View the Segment 4 video on "Filing and payment methods" at <http://www.cra-arc.gc.ca/vdglry/ndvdl/srs-prprngrtrn-eng.html?clp=ndvdl/srs-prprngrtrn4-13-eng&fmt=mp4>

Learner Information and Tasks:

Task 1: What are the two kinds of electronic filing options for an Income Tax return?

Task 2: What is the difference between netfiling and efilng?

Task 3: How long must someone keep their receipts when filing electronically?

Task 4: What are the four steps to manually preparing a T1 return?

Task 5: What can someone do if they can't afford to pay their balance owing at the time of filing their return?



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Answer Key

Task 1: What are the two kinds of electronic filing options for an Income Tax return?

NETFILE and EFILE

Task 2: What is the difference between netfiling and efilng?

Nefiling uses the internet to file your return with certified tax preparation software. Efiling is having an authorized service provider file your return for you usually through a tax preparation business.

Task 3: How long must someone keep their receipts when filing electronically?

6 years

Task 4: What are the four steps to manually preparing a T1 return?

- 1. Transfer all data from information slips to the schedules and return form**
- 2. Complete the calculations for both federal and provincial or territorial taxes**
- 3. Calculate how much you may owe or expect to receive as a refund**
- 4. Mail your return to your tax centre**

Task 5: What can someone do if they cannot afford to pay their balance owing at the time of filing their return?

Register with "my account" and set up a payment plan



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Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
A3.1	<ul style="list-style-type: none"> Listens/watches broadcast for one piece of information 			
A3.2	<ul style="list-style-type: none"> Listens/watches broadcast for more than one piece of information or one piece of information with a low level inference or with many distractors 			
A3.3	<ul style="list-style-type: none"> Listens/watches broadcast for more than one piece of information and integrates that information – compare/contrast 			

This task: was successfully completed ___ needs to be tried again ___

Learner Comments

Instructor (print)

Learner Signature