



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 6

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: A3.2: Listens/watches broadcast for more than one piece of information or one piece of information with a low level inference or with many distractors	
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 allows you to receive certain income and child benefits through the government. View the Segment 6 video on "Keeping Records" at <http://www.cra-arc.gc.ca/vdglry/ndvdl/srs-prprngrtrn-eng.html?clp=ndvdl/srs-prprngrtrn6-eng&fmt=mp4>

Learner Information and Tasks:

Task 1: What are three reasons to keep complete and organized records?

Task 2: What are the two potential consequences for not keeping complete records or any other proof?



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Answer Key

Task 1: What are three reasons to keep complete and organized records?

Any three of the following:

- **Helps you identify sources of income**
- **Reminds you of expenses you can deduct and tax credits you can claim**
- **Helps you determine taxes owing**
- **Helps prevent problems if the CRA reviews your return**

Task 2: What are the two potential consequences for not keeping complete records or any other proof?

- 1. The CRA may have to determine your income using other methods**
- 2. The CRA may also disallow expenses you deducted and the credits you claim**



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Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
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			

This task: was successfully completed____ needs to be tried again____

Learner Comments

Instructor (print)

Learner Signature