

Task Title: Automotive Repair Invoice
OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes No

Goal Path: Employment Apprenticeship

Secondary School Post Secondary Independence

Task Description: Use an automotive service invoice to calculate costs for repair work.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Interpret documents/A2.2
- Understand and Use Numbers/Manage money/C1.2

Materials Required:

- Pen/pencil and paper and/or digital device
- Calculator or digital device with calculator function (optional)

Work Sheet

Task 1: On the invoice, highlight, underline or circle the notes/instructions for this job. If doing this task online, write the notes/instructions below.

Answer: No written response required here.

Task completed: Yes:

OR

Answer:

Task 2: Calculate the cost for the repair shop to "weld brackets on L F for new bumper". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 3: Calculate the cost for the repair shop to "L F brake Cyl rebuild". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 4: Calculate the cost for the repair shop to "Straighten Frame". Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 5: Calculate the Labour total. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 6: Calculate the subtotal for waste disposal, labour total, parts total, fuel, and sub out for repairs. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 7: Calculate the amount of tax (HST) that will be added to the subtotal. Enter the answer into the invoice.

Answer: No written response required here.

Task completed: Yes:

Task 8: Calculate the final total the customer will pay for this repair work. Enter the answer into the invoice.

Answer: No written response required here.

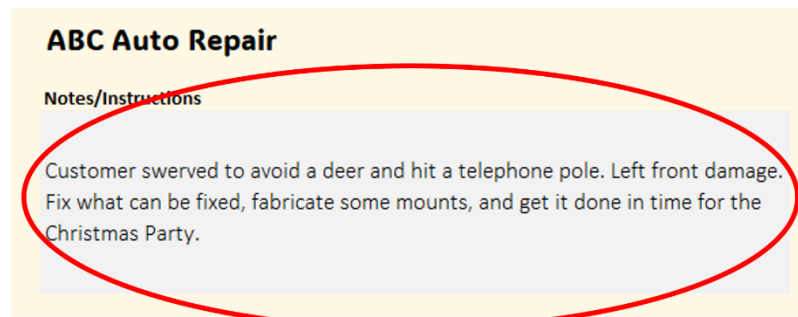
Task completed: Yes:

Answers

Note: Individual answers/images are provided for each task. Additionally, an image of the entire invoice correctly completed is also provided at the end.

Task 1: On the invoice, highlight, underline or circle the notes/instructions for this job. If doing this task online, write the notes/instructions below.

Learner will circle the instruction box in the top-left corner of the invoice or write: "Customer swerved to avoid a deer and hit a telephone pole. Left front damage. Fix what can be fixed, fabricate some mounts, and get it done in time for the Christmas Party."



Task 2: Calculate the cost for the repair shop to "weld brackets on L F for new bumper". Enter the answer into the invoice.

$$\$65/\text{hour} \times 3.5 \text{ hours} = \mathbf{\$227.50}$$

Lube/Oil Change	TransFluid	Tires	Other	Hourly Rate
No	OK	35/35/35/35	check wiper blades	\$65.00
Service/Labour				Price
			Hours Worked	
Weld brackets on L F frame for new bumper			3.5	\$227.50
L F Brake Cyl rebuild			0.4	

Task 3: Calculate the cost for the repair shop to "L F brake Cyl rebuild". Enter the answer into the invoice.

$$\$65/\text{hour} \times 0.4 \text{ hours} = \mathbf{\$26.00}$$

Lube/Oil Change	TransFluid	Tires	Other	Hourly Rate
No	OK	35/35/35/35	check wiper blades	\$65.00
Service/Labour				Price
			Hours Worked	
Weld brackets on L F frame for new bumper			3.5	
L F Brake Cyl rebuild			0.4	\$26.00

Task 4: Calculate the cost for the repair shop to "Straighten Frame". Enter the answer into the invoice.

$\$65/\text{hour} \times 8.2 = \mathbf{\$533.00}$

Lube/Oil Change	TransFluid	Tires	Other	Hourly Rate
No	OK	35/35/35/35	check wiper blades	\$65.00
Service/Labour				Price
			Hours Worked	Price
Weld brackets on L F frame for new bumper			3.5	
L F Brake Cyl rebuild			0.4	
Straighten Frame			8.2	\$533.00
				\$0.00

Task 5: Calculate the Labour total. Enter the answer into the invoice.

Add the total hours and multiply by the hourly rate: $(3.5 + 0.4 + 8.2) \times \$65 = \mathbf{\$786.50}$ OR

Add the answers to Tasks 2, 3 and 4 $(\$227.50 + \$26.00 + \$533.00) = \mathbf{\$786.50}$

Waste Disposal	\$17.00
Labour Total	\$786.50
Parts Total	\$2,197.49

Task 6: Calculate the subtotal for waste disposal, labour total, parts total, fuel, and sub out for repairs. Enter the answer into the invoice.

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Waste Disposal	\$17.00
Labour Total	\$786.50
Parts Total	\$2,197.49
Fuel	\$0.00
Sub out Repairs	\$262.50
SubTotal	\$3,263.49

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	performs limited searches using one or two search criteria			
	extracts information from tables and forms			
	uses layout to locate information			
	makes connections between parts of documents			
	makes low-level inferences			
C1.2	Calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers			
	Calculates percentages			
	Interprets and applies rates (e.g. \$/kg, \$/1)			
	Chooses and performs required operation(s); may make inferences to identify required operation(s)			
	Selects appropriate steps to reach solutions			

Task Title: AutomotiveServiceRepairInvoice_EA_A2.2_C1.2

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
C1.2	Represents costs and rates using monetary symbols, decimals and percentages			
	Interprets, represents and converts amounts using whole numbers, decimals, percentages, ratios and simple, common fractions (e.g. $\frac{1}{2}$, $\frac{1}{4}$)			
	Uses strategies to check accuracy (e.g. estimating, using a calculator, repeating a calculation, using the reverse operation)			

This task: Was successfully completed Needs to be tried again

Task Title: AutomotiveServiceRepairInvoice_EA_A2.2_C1.2

Learner Comments:

Instructor (print):

Learner (print):
