

*Prepared for the Project, Teaching to Fish (Build Tasks) Integrating OALCF Task Development within Ontario’s Literacy Programs (2014)*

Task Title: Monthly Budget for Training

# OALCF Cover Sheet – Practitioner Copy



**Learner Name:**

**Date Started (m/d/yyyy):**

**Date Completed (m/d/yyyy):**

**Successful Completion:**  Yes **☐** No **☐**

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment  **☐** | Apprenticeship **☐** |
| Secondary School **☐** | Post Secondary **☐** | Independence **☐** |

**Task Description:** Calculate a budget and use a spreadsheet program.

**Competency:** A: Find and Use Information

B: Communicate Ideas and Information

C: Understand and Use Numbers

D: Use Digital Technology

**Task Groups:** A1: Read Continuous Text

B3: Complete and Create Documents

C1: Manage Money

D2: Digital Technology

**Level Indicators:**

* A1.2: Read texts to locate and connect ideas and information
* C1.3: Find, integrate, and analyze numerical information to make multi-step calculations to compare cost options and prepare budgets
* D.2: Perform well-defined, multi-step digital tasks (only if they use a calculator)

**Performance Descriptors:** See chart on last page

**Materials Required:**

* spreadsheet
* pen and paper
* calculator - optional

# Learner Information

You have decided to get training and will have a limited budget to attend and cover your expenses.

The following is the income and expenses you will need to complete the tasks. Your classes are for 4 days per week. There are 4.33 weeks within a month.

Income

* $1733.33 per month

Expenses

* Daycare - $30/day for 3 days per week at daycare and 1 day a week at your mothers (no cost)
* Bus fare - $60 pass per calendar month or $2.50 per ride.
* School Supplies - $100 per month
* Groceries - $75 per week
* Miscellaneous expenses $100 per month
* Rent $300 per calendar month

# Work Sheet

**Task 1: Which is cheaper – buying a bus pass each month, or   
 paying per ride?**

Answer:

**Task 2: Complete the calculations for all expenses for one week.**

Answer:

**Task 3 a): Complete the calculations for all expenses for one   
 month.**

Answer:

**Task 3** **b): Calculate the total savings for the month.**

Answer:

**Task 3** **c): You will be in training for 9 months in total but will only   
 collect an income for 7 months. Calculate the savings for   
 the seven months. Will there be enough money to   
 complete the training?**

Answer:

# Answers

**Task 1:** Which is cheaper – buying a bus pass each month, or paying per   
 ride?

**Answer:** 2 rides per day (there & back) = $5

4 days per week = $20 per week

4.33 weeks per month = $86.60 per month

**Bus pass is cheaper by $26.60.**

**Task 2:** Complete the calculations for all expenses for one week.

**Answer:**

|  |  |  |
| --- | --- | --- |
| Daycare: $30 per day | One week - 30 x 3 = | **90.00** |
| Bus Fare: $60 per calendar month | Bus pass cost - 60 ÷ 4.33 = | **13.86** |
| School Supplies: $100 per month | Total for one month 100 ÷ 4.33 = | **23.09** |
| Groceries: $75 per week |  | **75.00** |
| Miscellaneous: $100 per month | Total for one month 100 ÷ 4.33 = | **23.09** |
| Rent: $300 per month | Total for one week 300 ÷ 4.33 = | **69.28** |
|  |  | **$ 294.32** |

**Task 3a):** Complete the calculations for one month

**Answer:**

|  |  |  |
| --- | --- | --- |
| Daycare: $30 per day | One month - 90 x 4.33 = | **389.70** |
| Bus Fare: $60 per calendar month |  | **60.00** |
| School Supplies: $100 per month |  | **100.00** |
| Groceries: $75 per week | 75 x 4.33= | **324.75** |
| Miscellaneous: $100 per month |  | **100.00** |
| Rent: $300 per month |  | **300.00** |
|  |  | **$ 1274.45** |

**Task 3b):**  Calculate the total savings for the month.

**(Please note that if they have an incorrect answer for part a please use that to recalculate the answer for parts b and c)**

**Answer:** 1733.33 – 1274.45 = **$458.88** for the month

**Task 3c):** You will be in training for 9 months in total but will only collect an income for 7 months. Calculate the savings for the seven months. Will there be enough money to complete the training.

**Answer:** **458.88 x 7 = $3212.16 in savings over 7 months**

**1274.45 x 2 = $2548.90 in expenses for 2 months**

**$3212.16 – 2548.90 = $663.26 means there will be   
 enough money to complete the training.**

# Performance Descriptors

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| A1.2 | scans text to locate information |  |  |  |
| A1.2 | locates multiple pieces of information in simple texts |  |  |  |
| A1.2 | makes low level inferences |  |  |  |
| C1.3 | calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers |  |  |  |
| C1.3 | manages unfamiliar elements (e.g. context, content) to complete the task |  |  |  |
| C1.3 | chooses and performs required operations; makes inferences to identify operations |  |  |  |
| C1.3 | finds, integrates and analyzes numerical information |  |  |  |
| C1.3 | organizes and displays numerical information (e.g. tables, graphs) |  |  |  |
| C1.3 | uses strategies to check accuracy |  |  |  |
| D.2 | (only if calculator was used)  selects and follows appropriate steps to complete tasks |  |  |  |
| D.2 | locates and recognizes functions and commands |  |  |  |
| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| D.2 | makes low-level inferences to interpret icons and text |  |  |  |
| D.2 | begins to identify sources and evaluate information |  |  |  |
| D.2 | performs simple searches using keywords (e.g. internet, software help menu) |  |  |  |

This task:

Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):