

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:** Learners will calculate a budget and use a spreadsheet program.

**Main Competency / Task Group / Level Indicator:**

* Find and Use Information/Read continuous text/A1.2
* Communicate Ideas and Information/Complete and create documents/B3.2
* Understand and Use Numbers/Manage money/C1.3
* Use Digital Technology/D.2

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

**Materials Required:**

* Computer with spreadsheet program
* 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. Your classes are for 4 days per week. There are 4.33 weeks within a month.

Scan the “Income and Expenses” information.

**Income and Expenses**

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: Create a spreadsheet and enter, then total the expenses for one week.**

Answer:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Task 3: Add a column, then total the expenses for one month. Save your spreadsheet and show it to your practitioner.**

Answer:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Task 4: How much money will you have left over at the end of one month?**

Answer:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Task 5: If you are in training for 9 months in total but only collect an income for 7 months, how much money will you have left at the end of the 9 months?**

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

The Bus pass is cheaper by $26.60.

**Task 2: Create a spreadsheet and enter, then total the expenses for one week.**

Answer: Spreadsheet should include headings. Learner will probably only have 2 columns, like columns 1 and 3 here. Column 2 is being used to show how the costs were calculated.

|  |  |  |
| --- | --- | --- |
| Expense |  | Cost for 1 week |
| Daycare | $30/day x 3 days | **90.00** |
| Bus Fare | $60/calendar month ÷ 4.33 (# of weeks in month) | **13.86** |
| School Supplies | $100/month ÷ 4.33 | **23.09** |
| Groceries | $75/week | **75.00** |
| Miscellaneous | $100/month ÷ 4.33 | **23.09** |
| Rent | $300/month ÷ 4.33 | **69.28** |
|  |  | **$ 294.32** |

**Task 3: Add a column, then total the expenses for one month. Show your completed spreadsheet to your instructor.**

Answer: Spreadsheet should contain column headings. Learner only needs 3 columns. Columns 2 and 4 here are used to show how costs were calculated.

Learner should save their spreadsheet, then show it to their practitioner.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Expense |  | Cost for 1 week |  | Cost for 1 month |
| Daycare | $30/day x 3 days | **$90.00** | $90 x 4.33 | **389.70** |
| Bus Fare | $60/calendar month ÷ 4.33 (# of weeks in month) | **$13.86** |  | **60.00** |
| School Supplies | $100/month ÷ 4.33 | **$23.09** |  | **100.00** |
| Groceries | $75/week | **$75.00** | $75 x 4.33 | **324.75** |
| Miscellaneous | $100/month ÷ 4.33 | **$23.09** |  | **100.00** |
| Rent | $300/month ÷ 4.33 | **$69.28** |  | **300.00** |
|  |  | **$ 294.32** |  | **$ 1274.45** |

**Task 4: How much money will you have left over at the end of one month?**

(If the learner has an incorrect answer for Task 3, use that answer to calculate the answer for this task.)

Answer: $1733.33 (income) – $1274.45 (expenses) =$458.88left over

**Task 5: If you are in training for 9 months in total but only collect an income for 7 months, how much money will you have left at the end of the 9 months?**

Answer: $1,733.33 income x 7 months = $12,133.31 in income

$$1,274.45 (expenses) x 9 months = $11,470.05 in expenses

$12,133.31 - $11,470.05 = $663.26 money left over

# Performance Descriptors

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| A1.2 | scans text to locate information |  |  |  |
|  | locates multiple pieces of information in simple texts |  |  |  |
|  | makes low level inferences |  |  |  |
| B3.2 | follows conventions to display information in simple documents |  |  |  |
|  | sorts entries into categories |  |  |  |
|  | displays one or two categories of information organized according to content to be presented |  |  |  |
|  | identifies parts of documents using titles, row and column headings, and labels |  |  |  |
|  | uses layout to determine where to make entries |  |  |  |
| C1.3 | calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers |  |  |  |
|  | chooses and performs required operations; makes inferences to identify operations |  |  |  |
| Levels | performance descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
|  | finds, integrates and analyzes numerical information |  |  |  |
|  | organizes and displays numerical information (e.g. tables, graphs) |  |  |  |
|  | uses strategies to check accuracy |  |  |  |
| D.2 | selects and follows appropriate steps to complete tasks |  |  |  |
|  | locates and recognizes functions and commands |  |  |  |

This task:

Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print): Learner (print):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_