



Task Title: Calculate a Monthly Budget

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: The learner reads and does calculations to understand a monthly budget.

Main Competency / Task Group / Level Indicator:

- Find and Use Information/Read continuous text/A1.1
- Find and Use Information/Interpret documents/A2.1
- Understand and Use Numbers/Manage money/C1.1
- Understand and Use Numbers/Manage time/C2.1

Performance Descriptors: See chart on last page

Materials Required:

- Calculator
- Pen and paper

Learner Information

Many people create a budget each month so they can plan for bill payments and other expenses.

Scan the "Scenario for February".

Scenario for February

Your income is \$ 1200.00 each month. You have to pay all of your bills and buy groceries and clothes from this amount.

Your rent is \$695.00 and is due on February 1.

Your telephone bill is \$45.65 and is due on February 21.

Your hydro bill is \$86.35 and is due on February 27.

Your water bill is \$25.00 and is due on February 15.

Work Sheet

Task 1: Calculate the total amount you will pay for rent and hydro in February.

Answer:

Task 2: Calculate the total cost of your telephone bill and water bill in February.

Answer:

Task 3: Calculate the total you spend on all your bills (rent, telephone, hydro, and water) in February.

Answer:

Task 4: How much money will you have left to spend on groceries, clothes and other items after you pay all your bills?

Answer:

Task 5: Look at a February calendar. There are four weeks in February. Which week is the rent due?

Answer:

Task 6: Look at a February calendar. Which week is the telephone bill due?

Answer:

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Task 7: Look at a February calendar. Which week is the hydro bill due?

Answer:

Task 8: Look at a February calendar. Which week is the water bill due?

Answer:

Answers

Task 1: Calculate the total amount you will pay for rent and hydro in February.

Answer: \$781.35

Task 2: Calculate the total cost of your telephone bill and water bill in February.

Answer: \$70.65

Task 3: Calculate the total you spend on all your bills (rent, telephone, hydro, and water) in February.

Answer: \$852.00

Task 4: How much money will you have left to spend on groceries, clothes and other items after you pay all your bills?

Answer: $\$1200 - 852 = \$348.00$

Task 5: Look at a February calendar. Which week is the rent due?

Answer: 1st Week

Task 6: Look at a February calendar. Which week is the telephone bill due?

Answer: 3rd Week or 4th Week (depending on the calendar)

Task 7: Look at a February calendar. Which week is the hydro bill due?

Answer: 4th Week

Task 8: Look at a February calendar. Which week is the water bill due?

Answer: 2nd Week or 3rd Week (depending on the calendar)

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.1	Reads short texts to locate a single piece of information			
	Decodes words and makes meaning of sentences in a single text			
	Follow simple, straightforward instructional texts			
A2.1	scans to locate specific details			
	identifies how lists are organized (e.g. sequential, chronological, alphabetical)			
C1.1	Adds, subtracts, multiplies and divides whole numbers and decimals			
	Recognizes values in number and word format			
	Identifies and performs required operation			
	Follows apparent steps to reach solutions			
	Interprets and represents costs using monetary symbols and decimals			
C2.1	Understands chronological order			
	Understands and uses common date format			
	Identifies and performs required operation			

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This task: Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):

Learner Signature: