



Task Title: Select a Computer Desk

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: The learner will look at a flyer and choose a desk that will be big enough to hold a computer and a printer.

Main Competency/Task Group/Level Indicator:

- Understand and Use Numbers/Use measures/C3.1

Materials Required:

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

Learner Information

Office Managers and administrative assistants may order office furniture for the workplace. Many people also order office furniture for home use. Before buying, purchasers must determine what size will meet workplace or home needs.

Scan the "Staples Flyer Advertisements".

Staples Flyer Advertisements

Desks › Computer Desks ›



Seville Classics Mobile Laptop Desk Cart

Item: 1294185 Model: WEB162

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QTY. [ADD TO CART](#)

\$49.99
Each

PRODUCT DETAILS

- Slanted table top option allows for comfortable typing or writing
- Set up your lap top or writing work station anywhere in your home or office
- Dimensions: 23.6" W x 15.75" D x 20.47" to 33" H
- 1.5" rolling casters/wheels (2 locking)
- Weight capacity: 13.89 lbs

Desks › Computer Desks ›



Star 23"-33" Laptop Cart, Black

Item: 219576 Model: LT 84-3116 BK

★★★☆☆ [Read 1 Review](#)

PRODUCT DETAILS

- Unique height adjustable mechanism (23" to 33")
- Durable metal structure
- Rugged castors for mobility
- Vinyl wrapped surface is resistant to scratches and moisture
- Tilting work surface
- Easy Ready-to-Assemble format
- 23"-33"H x 30-1/2"W x 18"D
- Black finish
- 1-year manufacturer's limited warranty

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Staples® Cormac

Task Title: SelectAComputerDesk_EI_C3.1

Desks > Computer Desks >

LIVE CHAT



Star Kochab Mobile Computer Desk with Pedestal, Hazelnut

Item: 906337 Model: KB 84-5224 HT

★★★★★ [Read 3 Reviews](#)

\$199.99
Each

QTY.

1

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PRODUCT DETAILS

- Durable vinyl wrapped surfaces resist scratches and moisture
- Large work surface
- Mobile Desktop and pedestal pivot for various work configuration and set up
- Storage pedestal features two utility drawers and one file drawer
- Sturdy satin finish metal legs
- Designer handle
- Hazelnut brown finish
- 51-1/5"W x 23-3/5"D x 30"H
- 1-year manufacturer's limited warranty

Work Sheet

A mobile desk will be purchased from Staples. It must be large enough to hold both a laptop and a printer. The laptop is 15" wide, and the printer is 20" wide.

Task 1: Calculate the minimum width that the desk must be, allowing 1" for clearance.

Answer:

Task 2: Circle the desk in the flyer that meets the width requirement.

Answer: No written response required here.

Task completed: Yes: ☐ No: ☐

Task 3: The space where the desk will be set up is 48" wide, so the manager decides they will not put the printer on the desk. Which desk(s) can now be purchased?

Answer:

Answers

A mobile desk will be purchased from Staples. It must be large enough to hold both a laptop and a printer. The laptop is 15" wide, and the printer is 20" wide.

Task 1: Calculate the minimum width that the desk must be, allowing 1" for clearance.

Answer: $15 + 20 + 1 = 36"$

Task 2: Circle the desk in the flyer that meets the width requirement.

Answer: The Star Kochab Mobile Computer desk should be circled.

Task 3: The space where the desk will be set up is 48" wide, so the manager decides they will not put the printer on the desk. Which desk(s) can now be purchased?

Answer: The Star Kochab cannot be purchased because it is too wide.

The two other desks (The Seville and The Star) can now be purchased because they only need 15" without the printer.

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
C3.1	adds and subtracts whole number measurements			
	recognizes values in number and word format			
	identifies and performs required operation			
	interprets and represents measures using whole numbers, decimals and simple, common fractions (e.g. $\frac{1}{2}$, $\frac{1}{4}$)			
	interprets and represents measures using symbols and abbreviations (e.g. inches as ", centimeters as cm, pounds as lbs, kilograms as kilos or kg)			
	follows apparent steps to reach solutions			
	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 ☐

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Learner Comments:

Instructor (print):

Learner (print):