

1

Build your skills: Pay calculations - Part 2

Working out pay and overtime calculations

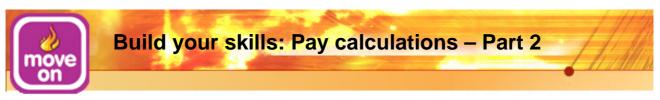
This part of the task offers some suggestions for other free resources that will give you more opportunities to practise the skills covered in Part 1.

If you want more practice in working with fractions, visit:

- www.bbc.co.uk/skillswise/numbers/fractiondecimalpercentage/fractions/simplifyingfract ions/factsheet.shtml: fact sheets on simplifying fractions
- <u>www.bbc.co.uk/skillswise/numbers/fractiondecimalpercentage/fractions/simplifyingfractions/worksheet.shtml</u>: worksheets on simplifying fractions
- <u>www.bbc.co.uk/skillswise/numbers/fractiondecimalpercentage/comparing/fractionsdecimals/factsheet.shtml</u>: fact sheets on comparing fractions and decimals
- <u>www.bbc.co.uk/skillswise/numbers/fractiondecimalpercentage/comparing/fractionsdecimals/worksheet.shtml</u>: worksheets on comparing fractions and decimals
- www.bbc.co.uk/skillswise/numbers/measuring/time/calculatingtime/factsheet.shtml: fact sheets on calculating time
- <u>www.bbc.co.uk/skillswise/numbers/measuring/time/calculatingtime/worksheet1.shtml</u>: worksheet on converting between hours and minutes.

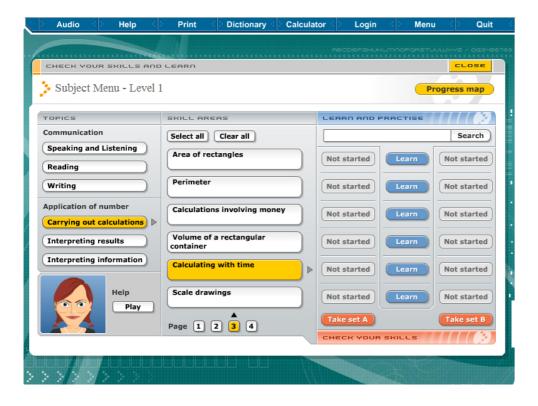
Useful resources are also available on Keyskills4u. To enter the web site:

- Click on <u>www.keyskills4u.com</u> and log in, or select 'Click here to continue without logging in'.
- Select 'Communication and Application of Number Level 1'.
- On the opening page (on the following page), select 'Check your skills and learn'.





- Select the 'Carrying out calculations' section, and on page 3 select 'Calculating with time'.
- Click on the blue 'Learn' button to the right side in the appropriate row.

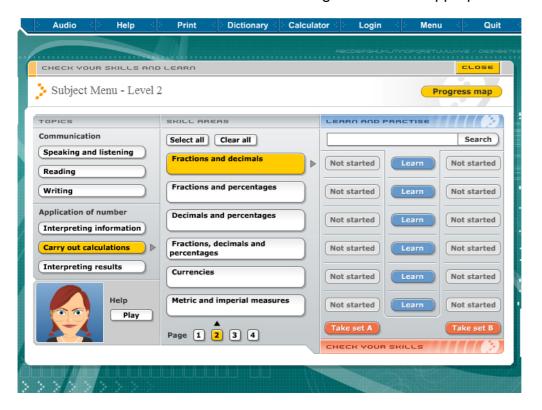


Numeracy at Level 2



Build your skills: Pay calculations - Part 2

- Now go back to the start and select 'Communication and Application of Number Level 2'.
- On the opening page (below), select 'Check your skills and learn'.
- Select the 'Carrying out calculations' section, and on page 2 select 'Fractions and decimals'.
- Click on the blue 'Learn' button to the right side in the appropriate row.



(Screen shots taken from www.keyskills4u.com. © Crown Copyright 2009)

You can also find some more information and activities in some of the resources on the Move On web site to revise your skills in working with fractions:

 Visit the Hot Topics: Fractions section of the numeracy Learner Route at Level 1: www.move-on.org.uk/ilr_php/numeracy/welcome.php.

Now print out Part 3 to try out the skills you have learnt and to check your answers.

Numeracy at Level 2