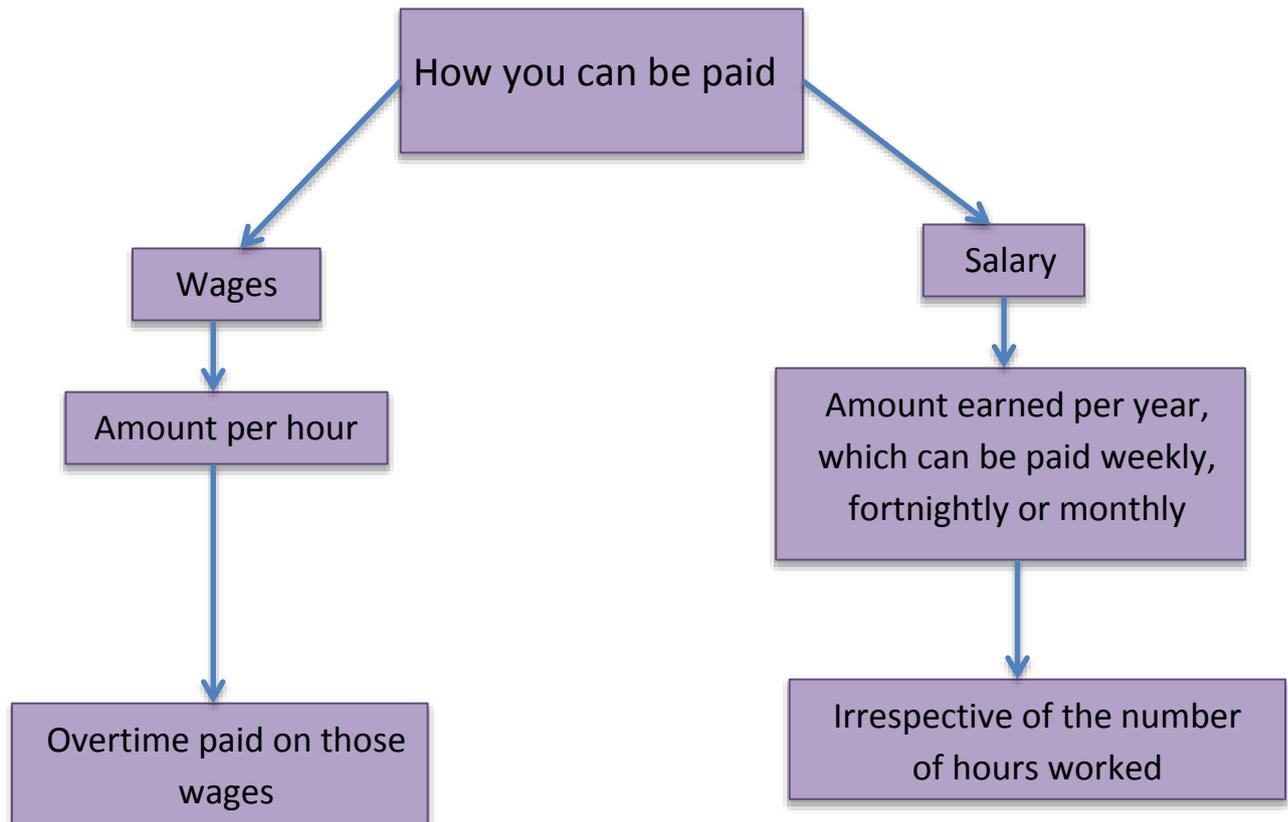


INTRODUCTION



Note: p.a. means per annum (yearly)

Click on the link below and watch the video on youtube:

<http://www.youtube.com/watch?v=gGAI9OxkvYM>

What must you remember? *Fill in the blanks*

ANNUALLY = YEAR

MONTHLY = MONTHS IN ONE YEAR

WEEKLY = WEEKS IN ONE YEAR

FORTNIGHTLY = FORTNIGHTS IN ONE YEAR

WEEKLY = DAYS IN ONE WEEK

FORTNIGHTLY = WEEKS IN ONE FORTNIGHT

Work through the two examples in the video and try the questions at the end of the clip. We will go through these questions during the lectures on Monday.

WORKING OVERTIME

Full time employees may be asked to work 35 hours a week. If an employee is asked to work additional hours, they may be paid overtime. Often, when employees are asked to work overtime, they will be paid special rates.

Sometimes employees will be paid time and a half (or 1.5 times their hourly pay rate for every hour overtime they work). On other occasions, employees may be paid double time (or 2 times their hourly pay rate for every hour overtime they work).

If Sarah earns \$10 per hour, and she asked to work overtime, she will earn 1.5 x \$10 (\$15) per hour if she receives time and a half pay. If she works overtime and is paid double time, she will earn 2 x \$10 (\$20) per hour for every hour she works overtime.

WORKPLACE ALLOWANCES

In some professions, employees may be paid workplace allowances. There are many allowances employees may receive, including sleeping at work and petrol. Can you list 3 others?

- 1.
- 2.
- 3.

If David earns \$1500 per week, and he receives \$50 per week allowance for petrol, \$30 for sleeping one night at work and \$20 for having the on-call phone for another night, how much of his \$1500 is made up by allowances? ($50+30+20 = \$100$ in allowances).

COMMISSION

Commission is another way employees may earn their pay. An employee who earns their pay by commission is paid a percentage of any sales they make.

Can you think of why employers may pay their employees by commission?

Some professions where pay by commission is used include:

- Car salesmen
- Real estate agents
- Fruit pickers

Peter, the real estate agent earns 2.5% commission on all house sales he sells. Peter sells a house for \$1000000. How much commission does he earn from the house? ($2.5/100 \times 1000000 = \25000).



QUESTIONS FROM THE TEST BOOK

3.1 Questions 1, 2, 4, 5, 9

3.2 Questions 2, 3, 5, 7, 8

3.3 Questions 2, 3, 4, 5, 6

3.4 Questions 1, 3, 4, 7, 8, 11