**MEL 3E CULMINATING TASK CHECKLIST**

Use this checklist to see how you can make your Culminating Task even better! Don’t forget that it is worth 15% of your final mark in MEL 3E!

**Unit # 1: Jobs**

* Is there a title page for this section?
* Have 4 topics been included? Check them off!
  + Where to look to find a job, what to look for (benefits, training, experience,…) and ways you can be paid, with examples
  + How to calculate hourly and overtime wages
  + How to split a salary into monthly, weekly, bi-weekly wages
  + How to determine your commission
  + How to calculate your piecework wages
  + What are deductions and examples of them, net pay and gross pay
* Does each topic start with its own heading?
* Have you included lots of detail for each topic?
* Have you included examples of calculations?
* Have you checked back through your notes to make sure you’re not missing anything?
* Have you looked at your Unit Tests to make sure you’re not missing anything?

**Unit # 2: Spending Money**

* Is there a title page for this section?
* Have 4 topics been included? Check them off!
  + What is the HST in Ontario, how to calculate it
  + Incentives and how to calculate a sale price
  + Unit prices and things to consider when determining which is the best buy
  + Steps to making change and why the least number of bills and coins is best
* Does each topic start with its own heading?
* Have you included lots of detail for each topic?
* Have you included examples of calculations?
* Have you checked back through your notes to make sure you’re not missing anything?
* Have you looked at your Unit Tests to make sure you’re not missing anything?

**Unit # 3: Transportation**

* Is there a title page for this section?
* Have 4 topics been included? Check them off!
  + What is depreciation and how is it calculated
  + What is insurance, why it is important and what you can do to lower your insurance
  + Things to consider when buying a new car and a used car
  + How to calculate fuel consumption
  + How to calculate travel time
  + Expenses to consider when planning a trip
  + How to use maps
* Does each topic start with its own heading?
* Have you included lots of detail for each topic?
* Have you included examples of calculations?
* Have you checked back through your notes to make sure you’re not missing anything?
* Have you looked at your Unit Tests to make sure you’re not missing anything?

**Unit # 4: Banking**

* Is there a title page for this section?
* Have 4 topics been included? Check them off!
  + The differences between banks, trust companies and credit unions
  + What to consider when choosing a bank account and / or credit card
  + How to calculate simple and compound interest and the types of things you would like them to be on
  + Types of investments and investors
  + What is risk tolerance and how does it change as you pass through different life stages
  + The 5 C’s of loans and how to calculate loan interest and payments
* Does each topic start with its own heading?
* Have you included lots of detail for each topic?
* Have you included examples of calculations?
* Have you checked back through your notes to make sure you’re not missing anything?
* Have you looked at your Unit Tests to make sure you’re not missing anything?

**Overall**

* Does your entire dictionary have a title page with your name on it?
* Is it pretty well organized?
* Will Ms. Carew be able to read it?

Ms. Carew will look at your math dictionary after every class and give you feedback on things you can improve.

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| **Date** | **Feedback** |
| Fri. Jan. 15, 2016 |  |
| Mon. Jan. 18, 2016 |  |
| Tues. Jan. 19, 2016 |  |
| Wed. Jan. 20, 2016 |  |
| Thurs. Jan. 21, 2016 |  |
| Fri. Jan. 22, 2016 |  |