

Get a Life

1. Open Microsoft Excel.
2. Save file using the file name **Get a Life**
3. You should have already filled out your name, section, and the choices of where you would like to live, which type of transportation you would like in the Plan columns, and how much you want to spend in one month for entertainment and clothing in the Planned Amount spaces. You should have also written down the occupation that fate has chosen for you.

	A	B	C
1	Fred Frazzle		
2	Teacher		
3			
4			
5	Annual Salary		\$30,000.00
6	Monthly Income		\$2,500.00
7			
8	Expenses:	Choice:	
9			
10	Mortgage or Rent	Small 2 bed house	\$700.00
11	Home/Renters Insurance		20.00
12	Utilities		200.00
13			
14	Car Payment	2000 Saturn	200.00
15	Car Insurance		100.00
16			
17	Food		200.00
18			
19	Entertainment		100.00
20	Clothing		75.00
21			
22	Other Job Expenses		240.00
23	Income Taxes		625.00
24			
25	Money Left For Savings		\$40.00

Name _____ Section _____ Assigned occupation _____

Of the following choices, where would you like to live (put an X in your choice)?

Plan = Beginning of class Actual = End of class	(Plan) (Actual)	(Plan) (Actual)
	<input type="checkbox"/> <input type="checkbox"/> Own a large 4 bedroom house.	<input type="checkbox"/> <input type="checkbox"/> Rent a small 1 bedroom apartment.
	<input type="checkbox"/> <input type="checkbox"/> Own a small 2 bedroom house.	<input type="checkbox"/> <input type="checkbox"/> At home with Mom/Dad.
	<input type="checkbox"/> <input type="checkbox"/> Rent a large 2 bedroom apartment.	

Of the following choices, which vehicle would you like to own (put an X in your choice)?

(Plan) (Actual)	(Plan) (Actual)
<input type="checkbox"/> <input type="checkbox"/> 2012 Sports Car	<input type="checkbox"/> <input type="checkbox"/> 2004 Pickup Truck
<input type="checkbox"/> <input type="checkbox"/> 2009 2-Door Sporty	<input type="checkbox"/> <input type="checkbox"/> 1989 Ford Granada
<input type="checkbox"/> <input type="checkbox"/> 2007 4-Door Sedan	<input type="checkbox"/> <input type="checkbox"/> No car; use public transportation or get rides with friends or family.

How much would you like to spend in a month for entertainment?

Planned Amount _____ Actual amount _____

How much would you like to spend in a month for clothing?

Planned Amount _____ Actual amount _____

4. Type the following text in the A column.
 - Capitalize and make bold the necessary words as shown in the example on the right.
 - Type your name in cell A1, and type the occupation fate has given you in cell A2.

	A
1	<Name, Section>
2	<Job Title>
3	
4	
5	Annual Salary
6	Monthly Income
7	
8	Expenses:
9	
10	Mortgage or Rent
11	Home/Renters Insurance
12	Utilities
13	
14	Car Payment
15	Car Insurance
16	
17	Food
18	
19	Entertainment
20	Clothing
21	
22	Other Job Expenses
23	Income Taxes
24	
25	Money Left For Savings

5. Type the following text in the B column.

- Capitalize and make bold the necessary words as shown in the example on the right.
- Type your choices of transportation and where you would like to live as you had selected from the handout to the appropriate cells.

	B
1	
2	
3	
4	
5	
6	
7	
8	Choice:
9	
10	<Place to Live>
11	
12	
13	
14	<Type of Transportation>
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	

6. Type the following information in the C column.

- Where it says <amount>, you will type the number from the tables below.
- Remember: type the number without decimals, commas, or per month.
- In cells C6, C23, and C25, type the formulas in example on the right exactly as they are shown.
- In cell C17 type the number 200.
- In cell C22, if your occupation has multiple Job Expenses, add them together and enter the total.
- If your occupation doesn't have any Job Expenses, enter 0.
- If where you live doesn't have rent or you don't need insurance, enter 0.

	A		C
1	<Name, Section>	1	
2	<Job Title>	2	
3		3	
4		4	
5	Annual Salary	5	<amount>
6	Monthly Income	6	=C5/12
7		7	
8	Expenses:	8	
9		9	
10	Mortgage or Rent	10	<amount>
11	Home/Renters Insurance	11	<amount>
12	Utilities	12	<amount>
13		13	
14	Car Payment	14	<amount>
15	Car Insurance	15	<amount>
16		16	
17	Food	17	200
18		18	
19	Entertainment	19	<amount>
20	Clothing	20	<amount>
21		21	
22	Other Job Expenses	22	<amount>
23	Income Taxes	23	=C6*0.25
24		24	
25	Money Left For Savings	25	=C6-SUM(C10:C23)

<u>Job Title</u>	<u>Annual Salary</u>	<u>Other Job Expenses</u>
Doctor	\$100,000.00.....	Malpractice - \$200.00 per month Student Loans - \$400.00 per month
Lawyer	\$80,000.00.....	Student Loans - \$400.00 per month
Accountant	\$40,000.00.....	Student Loans - \$200.00 per month
Teacher.....	\$30,000.00.....	Union Dues - \$40.00 per month Student Loans - \$200.00 per month
Secretary/Clerk	\$20,000.00.....	\$0.00 per month
Construction Worker.....	\$35,000.00.....	\$0.00 per month
Electrician	\$45,000.00.....	\$0.00 per month
Mini Market Clerk	\$8,000.00.....	\$0.00 per month
Nurse/Medical Technician	\$30,000.00.....	Student Loans - \$200.00 per month
Assistant Store Manager	\$15,000.00.....	\$0.00 per month

<u>Places To live</u>	<u>Rent or Mortgage</u>	<u>Insurance</u>	<u>Utilities</u>
Large 4 Bedroom House	\$1,000.00 per month	\$30.00 per month	\$300.00 per month
Small 2 Bedroom House	\$700.00 per month	\$20.00 per month	\$200.00 per month
Large 2 Bedroom Apt	\$500.00 per month	\$10.00 per month	\$100.00 per month
Small 1 Bedroom Apt	\$300.00 per month	\$10.00 per month	\$75.00 per month
With Mom and Dad	\$50.00 per month	\$0.00 per month	\$0.00 per month

<u>Transportation</u>	<u>Payment</u>	<u>Insurance</u>
2013 Sports Car.....	\$300.00 per month	\$175.00 per month
2010 2-Door Sporty Coup.....	\$240.00 per month	\$120.00 per month
2008 4-Door Sedan	\$200.00 per month	\$100.00 per month
2005 Pickup Truck	\$170.00 per month	\$100.00 per month
1990 Ford Granada	\$100.00 per month	\$50.00 per month
No Car (Transportation Costs).....	\$30.00 per month	\$0.00 per month

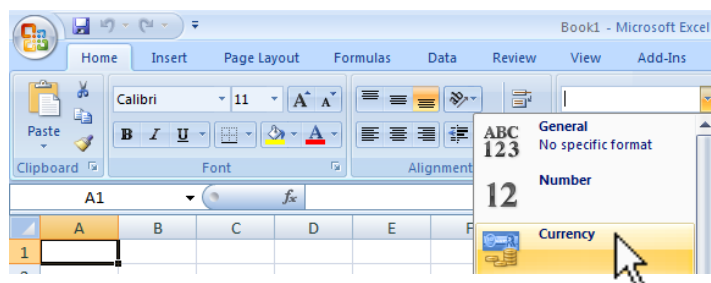
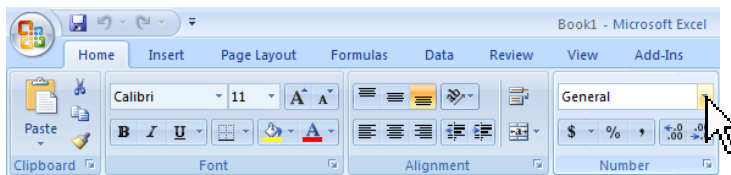
7. The goal is to get the number in cell C25 (**Money Left for Savings**) to be '0' or higher.

- '0' means you spent what you earned; you broke even, and this is okay.
- A higher number means that you have money left to save or spend. In this case you could upgrade your transportation, where you live, or the amount you spend on entertainment or clothing.
- If the number in cell C25 is a negative number, you need to downgrade your transportation and/or where you live and/or the amounts you spend on entertainment and clothing.
- If you must change your transportation or where you live, don't forget to change both the written description and the dollar amounts in the cells of the spreadsheet.

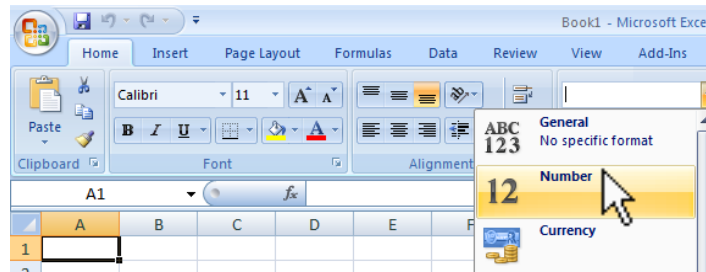
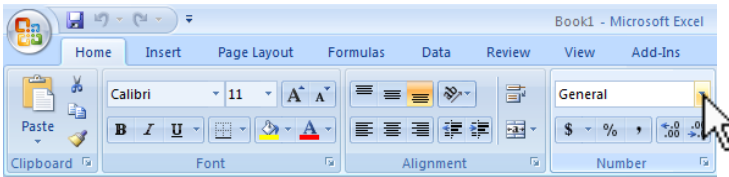
8. When you have finished entering all your information, you need to change the appearance of the information in the C column.

	A	B	C
1	Fred Frazzle		
2	Teacher		
3			
4			
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- Change cells **C5, C6, C10** and **C25** to **currency** ...
 - (Home tab, Number group, change General to Currency).



- Change cells C11 to C23 to **Non-currency decimal numbers**...
 - (Home tab, Number group, change General to Number).



9. When you are finished, and the information in cell C25 is \$0.00 or higher, and you changed the information in the C column to either Numbers (0.00) or Currency (\$0.00), go back to your handout and fill in the Actual columns and the Actual Amount spaces. This information might be exactly the same as you had planned, but it could also be higher or lower, better or worse, than what you had planned for.

Name Wayne Milligan Section 845 Assigned occupation Teacher

Of the following choices, where would you like to live (put an X in your choice)?

Plan = Beginning of class	(Plan) (Actual)	(Plan) (Actual)
Actual = End of class	___ Own a large 4 bedroom house.	___ Rent a small 1 bedroom apartment.
	<u>X</u> ___ Own a small 2 bedroom house.	___ At home with Mom/Dad.
	___ <u>X</u> Rent a large 2 bedroom apartment.	

Of the following choices, which vehicle would you like to own (put an X in your choice)?

(Plan) (Actual)	(Plan) (Actual)
___ 2002 Chevrolet Camaro	___ 1994 Ford F250 truck
___ 2001 Nissan Altima	___ 1989 Ford Granada
<u>X</u> <u>X</u> 2000 Saturn	___ No car, use public transportation or get rides with friends or family.

How much would you like to spend in a month for entertainment?

Planned Amount \$200 Actual amount \$150

How much would you like to spend in a month for clothing?

Planned Amount \$200 Actual amount \$300

Food	200.00
Entertainment	100.00
Clothing	75.00
Other Job Expenses	240.00
Income Taxes	625.00