

OALCF Tasks for the Apprenticeship Goal Path: Prepared for the Project, Developing Best Practices for Increasing, Supporting and Retaining Apprentices in Northern Ontario (2014) - Updated 2023 as part of CLO's Skills for Success Initiative

Task Title: Automotive Repair Invoice

OALCF Cover Sheet – Learner Copy

Learner Name:

Date Started (m/d/yyyy):

Date Completed (m/d/yyyy):

Task Description: Use an automotive service invoice to calculate costs for repair work.

Competency: A: Find and Use Information, C: Understand and Use Numbers

Task Groups: A2: Interpret documents, C1: Manage money

Level Indicators:

- A2.1: Interpret very simple documents to locate specific details
- A2.2: Interpret simple documents to locate and connect information
- C1.1: Compare costs and make simple calculations
- C1.2: Make low-level inferences to calculate costs and expenses that may include rates such as taxes and discounts

Task Title: AutomotiveServiceRepairInvoice_A_A2.1_A2.2_C1.1_C1.2

Embedded Skills for Succe	ess:	Digital	
Adaptability		Numeracy	
Collaboration		Problem Solving	
Communication		Reading	
Creativity and Innovation		Writing	

Materials Required:

- Automotive service invoice attached
- Calculator optional

Learner Information

Automotive service technicians calculate the cost of repair jobs. The total cost of a repair job may include taxes, labour rates, and parts. Look at the "ABC Auto Repair" invoice and complete the tasks that follow.

ABC Auto Repair Notes/Instructions						Customer Information Name John Doe Address 987 Main Street					
						City	Anytown, ON 123-456-7890 12/16/2022 2019 Ford F150			12/19/2022 225,000 km	
Customer swerved to avoid a deer and hit a telephone pole. Left front damage. Fix what can be fixed, fabricate some mounts, and get it done in time for the Christmas Party.						Date Out Mileage					
	arty.					Lube/Oil Change No	TransFluid OK	Tires 35/35/35/35	Other check wiper blades		Hourly Rate
Quantity	Part Number	Description	Note	Customer Price	Price Extended	Service/Labour				Hours Worked	\$65.00 Price
1	90995	headlight		\$20.34	\$20.34		n L F frame for ne	w bumper		3.5	
3	BR-549	front bumper		\$719.15	\$2,157.45	L F Brake Cyl reb				0.4	
2	AWB-20445	wiper blades		\$9.85	\$19.70	Straighten Fram				8.2	
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
				\$0.00	\$0.00						\$0.00
Recommenda	ations				\$2,197.49						\$0.00
WW res leaks	around hose. N	/lay be able to fi	x with JB Weld			Waste/Disposed o	Descri	ption		Waste Disposal Labour Total	\$17.00
						waster Disposed o	Sci ap Miciai			Parts Total	\$2,197.49
Sub out Repair	s Description	Vendor	Note	Vendor Inv #	Date	Customer Price	Price Extended			Fuel	\$2,157.45
Body work or	•	S.V.	HOLE	FZ-10554	12/17/2022	\$157.50	\$157.50			Sub out Repairs	\$262.50
More fabricat		B.W.		12 2000 1	12/18/2022	\$105.00	\$105.00			SubTotal	<i></i>
		2			22, 20, 20EE	\$0.00	\$0.00			Tax (HST) 13%	
						\$0.00	\$0.00			Grand Total	
						\$0.00	\$0.00			Deposit Paid	\$0.00
						Sub out Total	\$262.50			Balance Due	same as Grand Total

Work Sheet

Task 1: On the invoice, highlight, underline or circle the notes/instructions for this job. If doing this task online, write the notes/instructions below.

Answer:

Task 2: Calculate the cost for the repair shop to "weld brackets on L F for new bumper". Enter the answer into the invoice.

Task 3: Calculate the cost for the repair shop to "L F brake Cyl rebuild". Enter the answer into the invoice.

Task 4: Calculate the cost for the repair shop to "Straighten Frame". Enter the answer into the invoice.

Task 5: Calculate the Labour total. Enter the answer into the invoice.

Task 6: Calculate the subtotal for waste disposal, labour total, parts total, fuel, and sub out for repairs. Enter the answer into the invoice.

Task 7: Calculate the amount of tax (HST) that will be added to the subtotal. Enter the answer into the invoice.

Task 8: Calculate the final total the customer will pay for this repair work. Enter the answer into the invoice.