

**12-1 WORK TOGETHER, p. 350**

**Calculating hourly employee total earnings**

1.

| EMPLOYEE NO. <u>4</u>                    |                  |                  |                  |                 |                 |                  |       |    |
|--|------------------|------------------|------------------|-----------------|-----------------|------------------|-------|----|
| NAME <u>Alice R. Webster</u>             |                  |                  |                  |                 |                 |                  |       |    |
| PAY PERIOD ENDED <u>October 15, 20--</u> |                  |                  |                  |                 |                 |                  |       |    |
| Day                                      | MORNING          |                  | AFTERNOON        |                 | EVENING         |                  | HOURS |    |
|  | IN               | OUT              | IN               | OUT             | IN              | OUT              | REG   | OT |
| Mon 01                                   | 7 <sup>54</sup>  | 11 <sup>57</sup> | 12 <sup>56</sup> | 5 <sup>02</sup> |                 |                  |       |    |
| Tue 02                                   | 8 <sup>00</sup>  | 11 <sup>52</sup> | 1 <sup>06</sup>  | 5 <sup>02</sup> |                 |                  |       |    |
| Wed 03                                   | 7 <sup>56</sup>  | 12 <sup>01</sup> | 1 <sup>04</sup>  | 5 <sup>01</sup> |                 |                  |       |    |
| Thu 04                                   | 7 <sup>59</sup>  | 11 <sup>57</sup> | 12 <sup>59</sup> | 4 <sup>59</sup> | 6 <sup>01</sup> | 9 <sup>33</sup>  |       |    |
| Fri 05                                   |                  |                  | 12 <sup>58</sup> | 4 <sup>56</sup> | 6 <sup>01</sup> | 10 <sup>10</sup> |       |    |
| Mon 08                                   | 8 <sup>01</sup>  | 11 <sup>57</sup> | 1 <sup>00</sup>  | 4 <sup>53</sup> |                 |                  |       |    |
| Tue 09                                   | 8 <sup>01</sup>  | 12 <sup>03</sup> | 12 <sup>57</sup> | 6 <sup>06</sup> |                 |                  |       |    |
| Wed 10                                   | 7 <sup>54</sup>  | 11 <sup>52</sup> | 1 <sup>02</sup>  | 5 <sup>03</sup> |                 |                  |       |    |
| Thu 11                                   | 7 <sup>58</sup>  | 12 <sup>01</sup> | 12 <sup>58</sup> | 5 <sup>00</sup> |                 |                  |       |    |
| Fri 12                                   | 8 <sup>01</sup>  | 1 <sup>04</sup>  | 2 <sup>02</sup>  | 5 <sup>05</sup> |                 |                  |       |    |
| Sat 13                                   | 10 <sup>05</sup> | 1 <sup>05</sup>  |                  |                 |                 |                  |       |    |
| Mon 15                                   | 7 <sup>52</sup>  | 12 <sup>00</sup> | 12 <sup>59</sup> | 4 <sup>53</sup> |                 |                  |       |    |
|  |                  |                  |                  |                 |                 |                  |       |    |
|  |                  |                  |                  |                 |                 |                  |       |    |
| PERIOD TOTALS                            |                  |                  |                  |                 |                 |                  |       |    |
| APPROVED BY _____                        |                  |                  |                  |                 |                 |                  |       |    |

2.

| Employee Number | Hours Worked |          | Regular Rate | Earnings |          | Total Earnings |
|-----------------|--------------|----------|--------------|----------|----------|----------------|
|                 | Regular      | Overtime |              | Regular  | Overtime |                |
| 1               | 80           | 5        | \$ 9.00      | _____    | _____    | _____          |
| 2               | 80           | 3        | 12.50        | _____    | _____    | _____          |
| 3               | 70           | 0        | 9.75         | _____    | _____    | _____          |
| 4               |              |          | 11.00        | _____    | _____    | _____          |

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**Calculating hourly employee total earnings**

1.

|                                       |                 |                  |                  |                 |                 |                 |       |    |
|---------------------------------------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|-------|----|
| EMPLOYEE NO. <u>34</u>                |                 |                  |                  |                 |                 |                 |       |    |
| NAME <u>Mary Carol Prestwood</u>      |                 |                  |                  |                 |                 |                 |       |    |
| PAY PERIOD ENDED <u>June 30, 20--</u> |                 |                  |                  |                 |                 |                 |       |    |
|                                       | MORNING         |                  | AFTERNOON        |                 | EVENING         |                 | HOURS |    |
| Day                                   | IN              | OUT              | IN               | OUT             | IN              | OUT             | REG   | OT |
| Mon 16                                | 8 <sup>55</sup> | 11 <sup>53</sup> | 12 <sup>52</sup> | 6 <sup>05</sup> |                 |                 |       |    |
| Tue 17                                | 9 <sup>06</sup> | 11 <sup>58</sup> | 1 <sup>00</sup>  | 6 <sup>02</sup> |                 |                 |       |    |
| Thu 19                                | 8 <sup>57</sup> | 12 <sup>00</sup> | 1 <sup>00</sup>  | 6 <sup>03</sup> |                 |                 |       |    |
| Fri 20                                | 8 <sup>55</sup> | 11 <sup>57</sup> | 12 <sup>59</sup> | 5 <sup>52</sup> | 6 <sup>01</sup> | 9 <sup>10</sup> |       |    |
| Sat 21                                | 8 <sup>56</sup> | 12 <sup>01</sup> | 12 <sup>52</sup> | 5 <sup>53</sup> |                 |                 |       |    |
| Mon 23                                | 9 <sup>04</sup> | 11 <sup>55</sup> | 1 <sup>01</sup>  | 5 <sup>53</sup> |                 |                 |       |    |
| Tue 24                                | 9 <sup>05</sup> | 12 <sup>02</sup> | 12 <sup>59</sup> | 5 <sup>54</sup> |                 |                 |       |    |
| Thu 26                                |                 |                  | 1 <sup>05</sup>  | 6 <sup>04</sup> |                 |                 |       |    |
| Fri 27                                | 8 <sup>58</sup> | 12 <sup>00</sup> | 12 <sup>55</sup> | 6 <sup>00</sup> | 7 <sup>05</sup> | 9 <sup>05</sup> |       |    |
| Sat 28                                | 9 <sup>03</sup> | 11 <sup>56</sup> | 12 <sup>56</sup> | 5 <sup>52</sup> |                 |                 |       |    |
| Mon 30                                | 8 <sup>52</sup> | 11 <sup>57</sup> | 12 <sup>57</sup> | 5 <sup>56</sup> |                 |                 |       |    |
|                                       |                 |                  |                  |                 |                 |                 |       |    |
|                                       |                 |                  |                  |                 |                 |                 |       |    |
|                                       |                 |                  |                  |                 |                 |                 |       |    |
|                                       |                 |                  |                  |                 |                 |                 |       |    |
| PERIOD TOTALS                         |                 |                  |                  |                 |                 |                 |       |    |
| APPROVED BY _____                     |                 |                  |                  |                 |                 |                 |       |    |

2.

| Employee Number | Hours Worked |          | Regular Rate | Earnings |          | Total Earnings |
|-----------------|--------------|----------|--------------|----------|----------|----------------|
|                 | Regular      | Overtime |              | Regular  | Overtime |                |
| 25              | 88           | 5        | \$10.00      | _____    | _____    | _____          |
| 28              | 72           | 3        | 14.50        | _____    | _____    | _____          |
| 32              | 88           | 4        | 13.75        | _____    | _____    | _____          |
| 34              |              |          | 12.50        | _____    | _____    | _____          |

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## Calculating total earnings

1.

|   |                 |                  |                  |                 |                 |                  |       |    |
|---|-----------------|------------------|------------------|-----------------|-----------------|------------------|-------|----|
| EMPLOYEE NO. <u>7</u>                     |                 |                  |                  |                 |                 |                  |       |    |
| NAME <u>Marcus T. Groves</u>              |                 |                  |                  |                 |                 |                  |       |    |
| PAY PERIOD ENDED <u>December 15, 20--</u> |                 |                  |                  |                 |                 |                  |       |    |
|   | MORNING         |                  | AFTERNOON        |                 | EVENING         |                  | HOURS |    |
| Day                                       | IN              | OUT              | IN               | OUT             | IN              | OUT              | REG   | OT |
| Mon 01                                    | 5 <sup>58</sup> | 11 <sup>53</sup> | 12 <sup>59</sup> | 3 <sup>54</sup> |                 |                  |       |    |
| Tue 02                                    | 8 <sup>56</sup> | 12 <sup>01</sup> | 12 <sup>53</sup> | 5 <sup>55</sup> | 6 <sup>53</sup> | 9 <sup>53</sup>  |       |    |
| Wed 03                                    |                 |                  | 1 <sup>00</sup>  | 6 <sup>02</sup> | 7 <sup>55</sup> | 9 <sup>55</sup>  |       |    |
| Thu 04                                    |                 |                  | 12 <sup>54</sup> | 5 <sup>55</sup> | 6 <sup>53</sup> | 10 <sup>05</sup> |       |    |
| Fri 05                                    |                 |                  | 12 <sup>54</sup> | 5 <sup>58</sup> |                 |                  |       |    |
| Sat 06                                    | 9 <sup>04</sup> | 11 <sup>56</sup> | 12 <sup>55</sup> | 5 <sup>56</sup> | 6 <sup>28</sup> | 9 <sup>25</sup>  |       |    |
| Mon 06                                    | 6 <sup>04</sup> | 12 <sup>02</sup> | 12 <sup>59</sup> | 3 <sup>54</sup> |                 |                  |       |    |
| Tue 09                                    | 9 <sup>02</sup> | 11 <sup>55</sup> | 1 <sup>56</sup>  | 6 <sup>03</sup> |                 |                  |       |    |
| Wed 10                                    |                 |                  | 12 <sup>58</sup> | 6 <sup>59</sup> | 7 <sup>57</sup> | 9 <sup>57</sup>  |       |    |
| Thu 11                                    |                 |                  | 12 <sup>57</sup> | 5 <sup>55</sup> | 6 <sup>54</sup> | 10 <sup>04</sup> |       |    |
| Fri 12                                    |                 |                  | 12 <sup>54</sup> | 5 <sup>55</sup> |                 |                  |       |    |
| Sat 13                                    |                 |                  | 12 <sup>59</sup> | 5 <sup>59</sup> | 6 <sup>34</sup> | 9 <sup>55</sup>  |       |    |
| Mon 15                                    | 9 <sup>01</sup> | 11 <sup>55</sup> | 1 <sup>03</sup>  | 6 <sup>00</sup> |                 |                  |       |    |
|   |                 |                  |                  |                 |                 |                  |       |    |
|   |                 |                  |                  |                 |                 |                  |       |    |
| PERIOD TOTALS                             |                 |                  |                  |                 |                 |                  |       |    |
| APPROVED BY _____                         |                 |                  |                  |                 |                 |                  |       |    |

2.

| Employee Number | Hours Worked |          | Regular Rate | Earnings |          | Total Earnings |
|-----------------|--------------|----------|--------------|----------|----------|----------------|
|                 | Regular      | Overtime |              | Regular  | Overtime |                |
| 2               | 80           | 12       | \$15.00      | _____    | _____    | _____          |
| 4               | 80           | 2        | 16.50        | _____    | _____    | _____          |
| 6               | 60           | 2.5      | 18.00        | _____    | _____    | _____          |
| 7               |              |          | 14.50        | _____    | _____    | _____          |

