

# **41 Activities in Basic Money Management**

**SECOND EDITION**

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PUBLISHER

Portland, Maine

# Contents

*To the Teacher* ..... v

*Additional Instructional Activities* ..... vii

## **Unit 1: Earning Your Money (The Paycheck)**

Activity 1: Paycheck Vocabulary .....	1
Activity 2: Finding Number of Hours Worked .....	2
Activity 3: Finding Gross Pay .....	3
Activity 4: Adding Deductions .....	4
Activity 5: Finding Net Pay .....	5
Activity 6: Paycheck Review .....	6

## **Unit 2: Spending Your Money (A Checking Account)**

Activity 7: Checking Account Vocabulary .....	7
Activity 8: Opening a Checking Account .....	8
Activity 9: Writing Checks .....	9
Activity 10: Writing More Checks .....	10
Activity 11: Making Deposits to a Checking Account .....	11
Activity 12: Writing Checks and Deposit Slips I .....	12
Activity 13: Writing Checks and Deposit Slips II .....	13
Activity 14: A Checkbook Register .....	14
Activity 15: Checking Account Review .....	15

## **Unit 3: Saving Your Money (A Savings Account)**

Activity 16: Savings Account Vocabulary .....	16
Activity 17: Opening a Savings Account .....	17
Activity 18: Depositing Money in a Savings Account .....	18
Activity 19: Withdrawal Slips .....	19
Activity 20: A Savings Account Passbook .....	20
Activity 21: Planning Your Spending to Reach Your Goals .....	21
Activity 22: Savings Build-Up .....	22
Activity 23: Savings Account Review .....	23

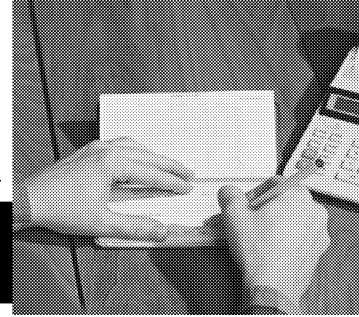
## **Unit 4: Automating Your Money (Electronic Banking)**

Activity 24: Electronic Banking Vocabulary .....	24
Activity 25: Using an Automated Teller Machine (ATM) .....	25
Activity 26: ATM Safety .....	26
Activity 27: Debit Cards .....	27
Activity 28: Banking by Telephone .....	28
Activity 29: Banking by Computer .....	29
Activity 30: Electronic Banking Review .....	30

## **Unit 5: Managing Your Money (Credit and Loans)**

Activity 31: Credit Vocabulary .....	31
Activity 32: What Is Credit? .....	32
Activity 33: How Credit Cards Work .....	33
Activity 34: Getting a Credit Card .....	34
Activity 35: Reading a Credit-Card Statement .....	35
Activity 36: Getting a Loan .....	36
Activity 37: Paying Off a Loan .....	37
Activity 38: How to Save Money on Loans .....	38
Activity 39: Making a Down Payment .....	39
Activity 40: Using Credit Responsibly .....	40
Activity 41: Credit Review .....	41

<i>Answer Key</i> .....	43
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# Checking Account Vocabulary

<b>Check</b>	An order to pay money from your checking account to a person or company.
<b>Deposit</b>	Putting money into a bank account.
<b>Deposit slip</b>	A paper you fill out to show how much money (cash or checks) you are depositing.
<b>Signature</b>	The way you sign your name.
<b>Checkbook register</b>	A record of checks and deposits made to a checking account.
<b>Balance</b>	How much money is in the account.

◆ **Fill in the Blanks.** Fill in each blank using a word or phrase from the box above. You will use each term only once.

1. If Vic has \$14.98 in his checking account, then his \_\_\_\_\_ is \$14.98.
2. If Nicki put \$50 into her checking account, she made a \_\_\_\_\_.
3. All checks should be recorded in the \_\_\_\_\_.
4. When making a deposit, Ramon gave the teller the money and a \_\_\_\_\_.
5. At the grocery store Mrs. Alvarez wrote a \_\_\_\_\_ for \$48 worth of food.
6. A check is not good without your \_\_\_\_\_ on the bottom line.

◆ **Matching.** Match each item in the left column with a word or phrase in the right column. Write the letter of the correct item in each blank on the left. Use each choice only once.

- |                                                   |                        |
|---------------------------------------------------|------------------------|
| 7. _____ a paper that shows money being deposited | (a) check              |
| 8. _____ how you sign your name                   | (b) deposit            |
| 9. _____ record of checks                         | (c) deposit slip       |
| 10. _____ an order to pay money                   | (d) signature          |
| 11. _____ money now in an account                 | (e) checkbook register |
| 12. _____ putting money in an account             | (f) balance            |



Unit 2: Spending Your Money (A Checking Account)

Name \_\_\_\_\_ Date \_\_\_\_\_



# Writing Checks and Deposit Slips II

◆ **Directions:** Using the amounts of money given, complete the checks and deposit slip below. Use today's date and your own signature.

- Write check #650 to Siempre Bella Clothing for \$75.18.

Your Own Name	85-590 653	650
Your Street		
Your City, State, Zip	Date _____	
Pay To The Order Of _____	\$ _____	
		Dollars
<b>UNION BANK</b>		
For _____		MP
⑆065306532⑆0157 ⑆5081522⑆ 650		

- Deposit checks for \$67.98, \$54.64, and \$15.30. Keep \$25.00 in cash.

DEPOSIT TICKET		<input checked="" type="checkbox"/> CASH	
Your Own Name	85-590 653		
Your Street			
Your City, State, Zip			
DATE _____			
<small>DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL</small>		CHECKS	▶
<small>SIGN HERE FOR CASH RECEIVED (IF REQUIRED) *</small>		(OR TOTAL FROM OTHER SIDE)	▶
<b>UNION BANK</b>		SUB TOTAL	▶
		* LESS CASH RECEIVED	▶
		\$	▶
⑆065306532⑆0157 ⑆5081522⑆			

- Write check #651 to Rico's Sport Shop for \$35.90.

Your Own Name	85-590 653	651
Your Street		
Your City, State, Zip	Date _____	
Pay To The Order Of _____	\$ _____	
		Dollars
<b>UNION BANK</b>		
For _____		MP
⑆065306532⑆0157 ⑆5081522⑆ 651		





# Using an Automated Teller Machine (ATM)

With an ATM, you can bank any time of the night or day. You can deposit or withdraw money from your checking or savings accounts. You can check your account balances.

You get an ATM card from the bank where you have an account. You also have a PIN, a secret code you need to use the machine. Never tell anyone your PIN.

To use your ATM card, place it in the slot in the machine. Enter your PIN. Then answer the questions the machine asks.

◆ **Directions:** You have placed your ATM card in the machine and entered your PIN. Now answer the questions the machine asks. Circle each correct answer choice in the boxes below, or write in the correct amount in the white boxes.

	1. You want to withdraw \$75 from your checking account.	2. You want to deposit \$200 to your savings account.	3. You want to check the balance in your checking account.
• Do you want to make a withdrawal?	yes/no	yes/no	yes/no
• Do you want to make a deposit?	yes/no	yes/no	yes/no
• Do you want to check your balance?	yes/no	yes/no	yes/no
• Which account?	savings/ checking	savings/ checking	savings/ checking
• What amount?			
• Place your deposit in the envelope. Put the envelope in the slot.			
• Take your money.			
• Do you want to make another transaction?	yes/no	yes/no	yes/no
• Take your card.			