

CASHIERING



LET'S FIND OUT! Question #1

Who is ultimately responsible for all financial transactions?

- A. The Cashier
- B. You, the Customer
- C. The President of the Company
- D. Alan Greenspan



If you chose. . .

- **B the customer, you were right!**
- **Remember, if there is an error involving your money, you must be the one to find it as it effects your wallet!**



QUESTION #2

How many quarters are there in \$42.00?

- A. 158 quarters
- B. 128 quarters
- C. 168 quarters
- D. None of the above



And the Correct Answer Is....

C. 168 quarters!!!



****Remember: you divide the amount of money by the coin itself. Always add a decimal and two zeros before dividing.**

Question #3



The #1 rule when giving back change to a customer is. . .

- A. Always count back the money to customers.**
- B. Try not to give back any pennies.**
- C. Count back from the largest bill to the smallest coin.**
- D. Always give back as few coins and as few bills as possible.**

The Correct Answer Is. . .

D. Always give back as few coins and as few bills as possible.

****Remember: People don't like to carry around a lot of bills & coins!**



Question #4



If you were giving back change which totaled \$116.82, what bills & coins would you give to the customer?

- A. (4) 20's, (3) 10's, (1) 5, 1(1), (3) quarters, (1) nickle & (2) pennies.
- B. (5) 20's, (1) 10, (1) 5, (1) (1dollar), (3) quarters, (1) nickle & (2) pennies.

You were right if your answer was...

B. (5) 20's, (1) 10, (1) 5, (1) dollar, (3) quarters, (1) nickle & (2) pennies.

Way to go....smartie!!



Question #5



The *Payroll Clerk* is the person in the company who. . .

- A. everybody loves the most.
- B. figures the amount of money owed to employees within the company during pay periods.
- C. pays all expenses of a company.
- D. determines taxes owed by a company.

And the Correct Answer is. . .



B. Figures the amount of money owed to employees within a company during pay periods.

And yes, they probably are the most popular employee in the company on payday!!

Question #6



Gross Pay is the amount of money. . .

- A. an employee earns within a pay period.**
- B. a payroll check is made out for.**
- C. made by an employee after taxes and insurance are deducted.**
- D. none of the above.**

The Right Answer is. . .

- A. The amount of money an employee earns within a pay period.

GOOD JOB—You're doing great!



Question #7



Figure the gross pay for Mary who worked for \$7.00 an hour, 4 hours a day & 4 days a week. (Figure her pay for a 2-week pay period.)

- A. \$199.00
- B. \$200.00
- C. \$210.00
- D. \$224.00

**You figured it right if your answer
was....**

D \$224.00

**Hang in there—you're almost
done!**



Question #8



Federal
& State
Taxes

Determine Mary's net pay by deducting taxes totaling \$40.00. And the answer is. . .

- A \$184.00
- B \$170.00
- C \$159.00
- D \$160.00

You were right if you selected...

A. \$184.00

**Way to Go!! You did it
again.**



Question #9



What coins and bills would you give back to the customer on the following transaction?

The total of the purchase is \$36.52 and the customer gave you \$50.00 to pay for it.

And the answer is . . .

The answer is . . .



**3 pennies, 2 dimes, 1
quarter, 3 ones & 1 ten**

**Did you get the right answer? If
not, find out why.**

That's All Folks!

