

شكراً لتحميلك هذا الملف من موقع المناهج البحرينية



## مراجعة الوحدة الثانية

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تاريخ نشر الملف على موقع المناهج: 17:26:28 2024-01-03

## التواصل الاجتماعي بحسب الصف الثاني الثانوي



## روابط مواد الصف الثاني الثانوي على تلغرام

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## المزيد من الملفات بحسب الصف الثاني الثانوي والمادة لغة انجليزية في الفصل الأول

[Eng 201 writing Booklet](#)

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## Calculating salary and wages: حساب الرواتب والاجور

Regular hour: ساعة عمل عادية	
Number of working hours per day	8 hours
Number of working hours per week	48 hours (8 x 6)

### Overtime العمل الاضافي

<b>Overtime during the day</b>	1.25%
<b>Overtime during the night</b>	1.50%
<b>Overtime during rest day.</b>	1.50%

The following are payment methods that can be used by an organization:

### 1. Payroll by hour and week: الأجر عن الساعة أو الاسبوع

Question 1: An employee is engaged for 47 hours during a week at a basic rate of BHD3.500. Calculate the wage received during the period?

Question 2:

An employee is engaged for 46 hours during the day a week at a basic rate of BD2.500 per hour. Calculate the gross wage received during the period.

Days	FRI	SAT	SUN	MON	TUE	WED	THU
<b>Hours</b>	0	8	8	6	8	8	8
<b>O.T</b> during the day	0	0	0	0	0	0	0
<b>O.T</b> during the night	0	0	0	0	0	0	0

**Note: (O.T) it means over time.**

Question 3: Jameel worked the following hours during the week in Jan 2021:

Week	FRI	SAT	SUN	MON	TUE	WED	THU
1	1 JAN	2 JAN	3 JAN	4 JAN	5 JAN	6 JAN	7 JAN
	0	8	8	7	8	8	8
2	8 JAN	9 JAN	10 JAN	11 JAN	12 JAN	13 JAN	14 JAN
	0	8	8	8	8	8	5
3	15 JAN	16 JAN	17 JAN	18 JAN	19 JAN	20 JAN	21 JAN
	0	6	8	8	8	8	8
4	22 JAN	23 JAN	24 JAN	25 JAN	26 JAN	27 JAN	28 JAN
	0	8	8	8	8	8	8
5	29 JAN	30 JAN	31 JAN	1 FEB	2 FEB	3 FEB	4 FEB
	0	8	8	8	8	6	8

Calculate the wage for the month of January 2021, the average hourly wage is BHD 2.800.

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Question 4: Ahmed worked the following hours during the week in:

Days	FRI	SAT	SUN	MON	TUE	WED	THU
Hours	8	8	8	6	8	8	8
O.T during the day	0	2	0	3	0	2	0
O.T during the night	0	0	1	0	2	3	0

Calculate the total wage during the week, if you know that the average hourly wage is **BHD3.000**.

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Question 5: Faisal worked the following hours during the week in:

Days	FRI	SAT	SUN	MON	TUE	WED	THU
Hours	0	7	8	6	8	7	8
O.T during the day	0	0	0	2.5	0	3.5	1
O.T during the night	0	0	3	0	2	3	2

Calculate the total wage during the week, if you know that the average hourly wage is **BD3.750**.

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Question 6: Mohammed worked the following hours during the month of Ramadan from 13 April 2021 to 12 May 2021:

Week	FRI	SAT	SUN	MON	TUE	WED	THU
1	09 APR	10 APR	11 APR	12 APR	13 APR	14 APR	15 APR
	8	8	8	8	6	6	6
2	16 APR	17 APR	18 APR	19 APR	20 APR	21 APR	22 APR
	0	6	6	6	6	5	6
3	23 APR	24 APR	25 APR	26 APR	27 APR	28 APR	29 APR
	0	6	6	6	6	6	6
4	30 APR	01 MAY	02 MAY	03 MAY	04MAY	05 MAY	06 MAY
	0	5	6	6	6	6	6
5	07 MAY	08 MAY	09 MAY	10 MAY	11 MAY	12 MAY	13 MAY
	0	6	6	6	6	4	0

Calculate the wage for the month of Ramadan, if you know that the average **hourly wage is BHD 4.200.**

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## 2. Payroll by Piece & Rate System: (نسبة مئوية) المعدل ونظام المعدل (نسبة مئوية)

Question 7: Khalid an employee at Gulf Plastic co. is given BHD0.750 as piece rate of work. Find his total pay for a September 2021, if his total production for that month was 360 pieces?

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Question 8:

A- Fatima an employee at Manama co. is given BHD 0.750 as piece of work. If she produced 300 pieces. How much she received?

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B- Ebrahim is an employee of the ABC Co. He is entitled to a monthly salary of BHD 400 addition to BHD0.250 each piece produced per month. If he produced 450 pieces in this month, how much is his total monthly salary?

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C- Find his total pay for Sep 2021, if his total production for that month was 320 pieces and BHD0.800 a piece rate.

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D- Fill in the missing value in the following table:

No	Employee	No produced	Rate per piece	Total pay
1	Sami	900	.....	BHD 405.000
2	Ahmed	.....	0.850	BHD 382.500
3	Ziad	600	1.450	.....

E- Mona an employee at Al-Jazeera Company, earned BHD306 in one month. If, in this month, she produced 360 pieces, what is the rate for each piece of work she's given?

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### 3. Payroll by Commission & Bonuses: الأجر حسب العمولة والمكافآت

The following are the common types of commission that are used:

- (1) Straight Commission: عمولة مباشرة
- (2) Graduated Commission: عمولة متزايدة
- (3) Volume Commission and Value Commission: عمولة الحجم وعمولة القيمة
- (4) Bonuses: مكافآت

Question 9:

Nasser works as a salesman in a company for a base salary of BHD 300 per month plus a commission of 5% of sales. If he has made sales of BHD2000 at the end of the Mar 2021. What is the gross salary for this employee for the Mar 2021?

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Question 10:

Ahmed, an employee, is paid a basic salary of BHD 300 per month, followed by a graduated commission of 21/2% on the first BHD1,000 of sales and 5% thereafter.

What will he earn in a week when sales total BHD4,700?

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Question 11:

Rashid works as a sales employee with a monthly salary of BHD300 per month in addition bonus to 5% of annual sales, which are over BHD30000. If its annual sales reach 45000. Find his annual salary.

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Question 12:

A. Salman should be refined a basic salary of BHD250, and a commission of 5% of goods sold, if the total sales for BHD722. What was his total income this month?

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B. Waleed works as salesman with 5% of sales and it increases to 7% if he sells more than BHD25,000 - what is his total commission if the sales BHD 48000?

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C. Lyla work with basic salary monthly BHD 500 and commission takes 2% of the first BHD 20,000 of sales arranged, and 1% thereafter. If she sells BHD175,580 of goods in total, what is the gross salary for this month?

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Question 13:

Find the missing value in the following table:

No	Employee	Salary BHD	Total Sales BHD	Commission		Total Salary
				Rate	BHD	
1	Khalid	400	3000	5%	???	BHD ???
2	Jamal	350	???	2%	100	BHD ???
3	Manal	300	4000	???	160	BHD ???



## Deductions: الاستقطاعات

Deductions is the money that is deducted from the employee's salary for different purposes like:

Pension funds: صندوق التقاعد (للموظف الحكومي)

Social insurance: التأمينات الاجتماعية (للموظف بالقطاع الخاص)

Unemployment Insurance Deduction. استقطاع تأمين التعطل

Housing Bank Loan Repayment Deduction خصم سداد قرض بنك الإسكان

the repayment of debts or loans: سداد الديون أو القروض

**Net salary = (basic salary + Total allowances) – Total Deduction**

**صافي الراتب = (الراتب الأساسي + إجمالي العلاوات) - إجمالي الخصومات**

**First: (Private sector): القطاع الخاص**

On a monthly draw basis and the following deductions are made:

1	7% as social insurance. <b>(Private sector)</b> (Basic Salary + <b>Fixed allowances</b> ). العلاوات الثابتة + الراتب الأساسي	خصم مساهمة التأمينات الاجتماعية
2	1% Unemployment Insurance Deduction.	استقطاع تأمين التعطل
3	Housing Bank Loan Repayment Deduction	خصم سداد قرض بنك الإسكان
4	Law Court Deduction:	خصم محكمة القانون













## General Questions

1Q: An employee is engaged for 46 hours during a week at a basic rate of BHD4.500. Calculate the wage received during the period?

2Q: Ahmed worked the following hours during the month of Ramadan from 13 April 2021 to 12 May 2021:

Week	FRI	SAT	SUN	MON	TUE	WED	THU
	09 APR	10 APR	11 APR	12 APR	13 APR	14 APR	15 APR
1	0	8	8	8	6	6	6
	16 APR	17 APR	18 APR	19 APR	20 APR	21 APR	22 APR
2	6	4	6	6	6	5	0
	23 APR	24 APR	25 APR	26 APR	27 APR	28 APR	29 APR
3	0	6	5	6	6	6	5
	30 APR	01 MAY	02 MAY	03 MAY	04MAY	05 MAY	06 MAY
4	6	0	6	6	6	6	6
	07 MAY	08 MAY	09 MAY	10 MAY	11 MAY	12 MAY	13 MAY
5	0	6	6	6	4	6	0

Calculate the wage for the month of Ramadan, if you know that the average hourly wage is BHD 3.500.

3Q: Find his total pay for Dec 2021, if his total production for that month was 415 pieces and BHD0.750 a piece rate.

4Q: Munira an employee at Sky Co. earned BHD 450 in one month. If, in this month, she produced 750 pieces, what is the rate for each piece of work she's given?



5Q: Fill in the missing value in the following table:

No	Employee	No-produced	Rate per piece	Total pay
1	Najm	1200	???	BHD 405.000
2	Najlaa	???	0.775	BHD 387.500
3	Amer	800	1.200	???

6Q: Aisha works as a salesperson a monthly salary of HBD 4500, with a commission of 1.5% on the first BHD3000 of merchandise sold, and 2% thereafter. If the total sales for the month BHD5500. What is her total salary?

7Q: Find the missing value in the following table:

No	Employee	Salary BHD	Total Sales BHD	Commission		Total Salary
				Rate	BHD	
1	Tariq	500	5000	1%	???	BHD ???
2	Majed	320	???	2%	200	BHD ???
3	Awatef	610	5000	???	150	BHD ???

8Q: Waleed works as salesman with 5% of sales and it increases to 7% if he sells more than BHD25,000 - what is his total commission if the sales BHD 48000?

9Q: Lyla work with basic salary monthly BHD 500 and commission takes 2% of the first BHD 20,000 of sales arranged, and 1% thereafter. If she sells BHD175,580 of goods in total, what is the gross salary for this month?

10Q: A clerk earns a gross salary of BHD3,600 p.a. (per annum) and receives an increase of 8% on 1st Jan 2021. What will be the amount of gross salary paid at the end of each month?

11Q: Alaa works in a private hospital. He receives monthly a basic salary BHD 450, BHD 50 social allowances and deducted per month BHD 100 loan installment from social insurance organization. What is her net salary?

12Q: Yahia is an assistant manager at one of the government ministries. Calculate his net monthly salary if you know that he is due for the following month:

- Basic salary BHD 1850
- Social allowance BHD 50
- living standard improving allowance BHD 80

13Q: Mohamed Adel worked on the hourly system in the Alsalam Co. BHD 4.500 per hour BHD 50 social allowance monthly. If the working hours during the month of Dec 2021 are as follows:

- 47 hours of normal work.
- 8 hours of work during the day.
- 4 hours of work a night.
- 3 hours of work on Friday.

Calculate the net wage of Dec 2021.