This is your “new” life. Obtain an Occupational Category from your teacher. This will let you know what group you can search to find a job. To find details about the job, go to the [Occupational Outlook Handbook](http://www.bls.gov/ooh/home.htm). Once you have chosen a profession from the given group, you need to open the “Occupational Overview” spreadsheet located on my website under 8th grade Resources. Download the file, enable editing, and fill in the details:

List the name of the occupation on A1

Entry Level Education: Line A2

Median Pay: Line B4 (salary) and B5 (hourly)

Monthly Income: Use the following formulas: Salary =b4/12 Hourly: =c4\*40\*4

Taxes Withheld: Use this [Federal Tax Table](https://www.irs.gov/pub/irs-pdf/i1040tt.pdf) link to determine the amount of tax deducted from your

Missouri State Tax: Use this [Missouri Income Tax Calculator](http://dor.mo.gov/calculators/incometax/) to determine the amount of state tax

Subtract the Taxes Withheld from your Monthly Income. This will let you know how much money you can spend each month. Your Net Income

College Loan**: Answer yes or no.** If you have a Bachelor’s degree, you will owe 150.00 per month to repay your school loans. Master’s Degree---250.00 per month; Doctorate---450.00 per month. Put the appropriate amount on the Expenses Sheet under Fixed Expenses.

Once you have these details, you are going to work out your budget.

Remember, your budget is a general plan. If your expenses change, or if you have an emergency expense, your budget will have to change, too. So try to allow yourself a few dollars left over every month for pocket change—or for the unexpected. You never know what curves life will throw your way.

What information do you need to make a personal budget? You need to know:

* How much money you have coming in during a given period of time, that is, your **income;**
* How much money you have going out in a given period of time, that is, your **expenses**; and,
* How you can adjust your spending habits to save for unexpected events and get the most value for your money.

**Types of Expenses.**

**Fixed Expenses**: These expenses occur regularly and do not change from month to month. Examples of fixed expenses are rent and car payments.

**Flexible Expenses:** Like fixed expenses, flexible expenses occur on a regular basis. The difference is that with flexible expenses, you have some control over how much you spend. Examples of flexible expenses include food and gasoline.

**Discretionary Expenses: M**oney that you choose to spend on extras like the movies or having pizza with friends. It also includes the money that you save.

Additional instructions about setting up the rest of your Excel spreadsheet.

**Apartment:**

**Hyperlink:** Do research and find the place you’d like to live. Place the link to the apartment building on your spreadsheet. Don’t use just the URL; change it to the name of the apartment complex.

### **Brief Description:** General overview of apartment features. For examples (2 BR, 1.5 Bath, Open Layout, Sophisticated kitchen with stainless steel appliances and granite counter tops, washer and dry, security systems, in-building parking, patios, etc.)

**Car:**

**Hyperlink:** Link to the site where you’ve found your car. Not the URL, car name

**Brief Description:** Brief description of the type of car. (4 Door Sedan, 5-spd manual with overdrive; Engine: 4 cyl: MPG 28/36

**The Following items require an additional chart on your spreadsheet. It will look similar to the following:**

|  |  |
| --- | --- |
| Food | Cost |
|  |   |
|   |   |
|   |   |
|   |   |

**Food: Requires a Chart:** Think about how much food you eat each day. Breakfast, lunch and dinner. Make a generic list of items that you think you’d purchase in a month. (Milk, cereal, peanut butter, bread, etc.) Find out how much these items cost. Add them together to come up with this amount.

**Car:** This expense is basically car maintenance. These will come in the form of “Unexpected Events.” Make a separate chart for the item and cost. Put the total in the Flexible Expenses (B14)

**Gas: This information needs to be figured out using Sheet 4 of your spreadsheet.**

To determine the amount of money spent on gas each month, you need the folloiwng imformation:

* Size of Gas Tank
* Miles per gallon of your car
* Miles you drive to work daily (Roundtrip)
* Addtiional miles driven daily
* Price of Gas

You will need to calculate the following:

Miles Per Tank: Size of Tank **X** Miles Per Gallon

Miles to Work Monthly: Miles to Work **X** Days Worked **X** 4 weeks

Additional Monthly Miles: Additional Miles Daily **X** 7 days X 4 weeks

Total Miles: Monthly Total Miles + Additional Miles Total

Tanks Needed: Total Miles/Miles Per Tank

Money Spent on Gas: Size of Tank X Price of Gas X Tanks Needed Monthly

**Medical:** This expense covers both medical and dental items. These will come in the form of “Unexpected Events.” Make a separate chart for the item and cost. Put the total in the Flexible Expenses (B15)

**Internet:** Go online and determine the monthly amount for internet use. You may choose your service provider.

**Clothing: Requires a Chart**: Estimate the amount of money you will spend on clothes. If you are running out of money, you may not be able to buy any clothing.

**Entertainment: Requires a Chart**: Include items in this section: movies, dinner with friends, etc. and the cost. You will also receive these as unexpected events. Total them. Put this amount in your expenses

**Home Accessories: Requires a Chart**: You will need to determine the cost of items required to set up your household. This is not for furniture—we will assume you have that already. This is for towels, bedding, lamps, wall décor, etc.

**Vacation: You may or may not be able to afford a vacation.**

**Savings: You need to calculate 10% of your Net Salary. Place that information here.**

**Additional Expenses: there may be items not covered in the previous categories. Make a chart to keep track of these additions and the cost.**

**Unexpected Event: on a daily basis, you will have unexpected events. Many are deductions and will fall under the preceding categories. However, some are money that you are given for a particular purpose. Put those items in a separate chart on the “Survival” sheet. Include the item and the amount. Add those to any money left over.**

Where you able to survive on your monthly income? If you’ve gone over your budget, you’ll need to go back and make some adjustments.