Budget Planner Pages

Answer key / Task 1

Record category Supplies, planned amount 40, actual amount 32; calculate planned minus actual.

Answer: Category = Supplies; Planned = 40; Actual = 32; Difference = 8.

Category	Planned	Actual	Difference
Supplies	40	32	8

40 - 32 = 8. A negative difference means actual exceeded planned; these are fictional amounts without financial advice.

Check: Compare every field with the scenario; do not mark an unfinished item done.

Budget Planner Pages

Answer key / Task 2

Record category Printing, planned amount 20, actual amount 24; calculate planned minus actual.

Answer: Category = Printing; Planned = 20; Actual = 24; Difference = -4.

Category	Planned	Actual	Difference
Printing	20	24	-4

20 - 24 = -4. A negative difference means actual exceeded planned; these are fictional amounts without financial advice.

Check: Compare every field with the scenario; do not mark an unfinished item done.

Budget Planner Pages

Answer key / Task 3

Record category Materials, planned amount 30, actual amount 25; calculate planned minus actual.

Answer: Category = Materials; Planned = 30; Actual = 25; Difference = 5.

Category	Planned	Actual	Difference
Materials	30	25	5

30 - 25 = 5. A negative difference means actual exceeded planned; these are fictional amounts without financial advice.

Check: Compare every field with the scenario; do not mark an unfinished item done.

Budget Planner Pages

Answer key / Task 4

Record category Transport, planned amount 15, actual amount 15; calculate planned minus actual.

Answer: Category = Transport; Planned = 15; Actual = 15; Difference = 0.

Category	Planned	Actual	Difference
Transport	15	15	0

15 - 15 = 0. A negative difference means actual exceeded planned; these are fictional amounts without financial advice.

Check: Compare every field with the scenario; do not mark an unfinished item done.