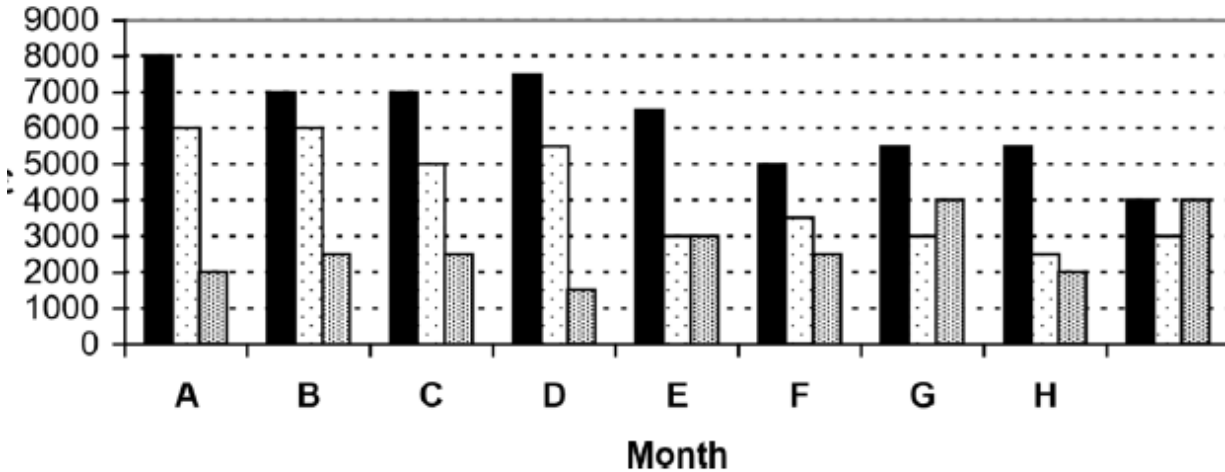


Look at the chart below. It shows the amounts by which a clothing manufacturer's expenditure on materials, labour and overheads were above budget over a nine-month period.

## Excess Spending

Materials
  Labour
  Overheads



### Exercise 2

Decide if each statement is right or wrong. • Remember that *excess spending* means that too much money was spent, so the lower the figure, the better. Do questions 4-11 in the quiz.

### Exercise 3

Look at the chart above. • Decide which month or months (A-H) each of the following sentences describes. • You can use each letter more than once.

- 1 In these two months, excess spending on materials was the same as the previous month. .... and .....
- 2 In this month, excess spending on materials reached its best level before starting to rise again. ....
- 3 In this month, the gap between excess spending on materials and on overheads was at its widest, with overheads achieving their best figure of the period.
- 4 In this month, excess spending on overheads overtook the figure for labour. ....
- 5 In these two months, excess spending on overheads dipped, while the figure for labour rose. .... and .....

### Exercise 4

Look at the chart again • For each sentence 1-5, write in the brackets which months the sentence describes at that point. At the end of the sentence there will only be one month, which is the answer. • You can use each letter more than once.

Example: *There was a decline in excess spending on overheads (...DFH...), and a continued reduction in the figure for materials (...F...).*

- 1 Excess spending on materials and labour were far greater than on overheads (.....), although only the figure for labour remained constant the following month (.....).
- 2 The amount for labour fell (.....), while the figures for materials and overheads were unchanged on the previous month (.....).
- 3 This month saw an increase in excess spending on labour (.....), although there was a slight improvement in the following month (.....).
- 4 In this month the amount for materials remained steady (.....), while for overheads there was an improvement in the figures (.....).
- 5 Excess spending on materials dropped this month (.....), while overheads showed an increase (.....), both reaching a figure which was equalled in the following month (.....).