

SOURCE MODULE: A LANGUAGE OF OUR OWN

The following are facts and information you should focus on when reading the module “A Language of our Own”. To make sure you have mastered the skills, answer our practice test at www.alsreviewer.com and find out how you have mastered the facts presented in the module.

Important Facts to Master

- 1) The national language of the Philippines is **Filipino**.
- 2) The function of language is to **communicate ideas** and emotions and give information.
- 3) Using and being proud of our national language is a way of showing our **love for our country**.
- 4) If there is no national language, Filipinos, cannot **express their ideas and opinions**.
- 5) Filipinos from different regions with different cultures can live together in harmony and peace because they can understand one another through a **national language**.
- 6) A **language** is a system of communication used by a great number of people.
- 7) A **dialect** is a different version of a certain language spoken by a smaller group of people.
- 8) There are **eight** major languages spoken in the Philippines: Ilocano, Pangasinan, Pampango, Tagalog, Bicol, Cebuano, Hiligaynon and Waray-Samarnon. There are hundreds of dialects for each of these languages.
- 9) A national language can help us in the following ways:
 - It helps us communicate with each other more **easily**.
 - It gives us get a sense of our national **identity**.
- 10) A national language can help in the **social, economic and political growth** of our country.
- 11) It is important that **every Filipino** be able to learn and use the national language.
- 12) Literacy in a national language is an important key to **development**.
- 13) **Manuel Quezon** is the Father of our national language.
- 14) In **1987**, it was declared in the Constitution that, *“the national language of the Philippines is Filipino.*
- 15) **August 13 to 19** is the National Language of the Philippines Week o Linggo ng Wika.

Why Tagalog was chosen as the basis of the Philippine’s national language?

The National Language Institute, after careful study, chose Tagalog as the basis of the national language because of the following reasons:

1. Tagalog is **widely spoken** and is the most understood language in all the regions of the Philippines. It is spoken in Manila, central and south-central Luzon, the islands of Marinduque and Mindoro, and some

parts of Mindanao.

2. It is not divided into dialects, like Visayan for example.
3. Tagalog literature is the richest. More books are written in Tagalog than in any other native language in the Philippines.
4. Tagalog has always been the language of Manila, the capital city, even before the Spaniards came.
5. Tagalog was the language of the Revolution and the Katipunan – two events in our history that we can truly be proud of.

The poet Francisco Baltazar Balagtas wrote the epic poem *Florante at Laura*, one of the greatest literary treasures of the Philippines, in Tagalog.

SOURCE MODULE: BUSINESS MATHEMATICS 1

The following are the skills you should focus on when reading the module: **compute for taxes, profits and losses in a business and money conversions**. To make sure you have mastered the skills, answer our practice test at www.alsreviewer.com and find out how you have mastered the skills presented in the module.

Important Facts to Master

- 1) An **entrepreneur** is a businessman/ businesswoman who starts and runs his/her own business.
- 2) **Interest** can be compared to a rent for an apartment room, rent of a car, or rent on a space in the market. We pay rent on the money of other people we used. We still have to return the original amount plus our rent. The rent on money is called interest.
- 3) The **interest** we need to pay depends on the following factors:
 - a. **Principal** is the total amount we borrowed
 - b. **Rate** is the percentage or amount we need to pay in every 100 units we borrow.
 - c. **Time** or the number of days, months or years we borrow the money
- 4) The **time**, also known as **term** is the number of units expressed as days, months or years for which the principal was borrowed.
- 5) The interest rate or simply **rate**, is the percentage of the principal amount that the borrower has to pay for a term or period of time.
- 6) The formula for simple interest is: **$I = PRT$** .
- 7) In a **simple interest** scheme, only the principal amount earns interest in a term.
- 8) In a **compounded interest** scheme, the interest is regularly added to the principal in a period agreed upon (quarterly, semi-annually or annually) and the sum thereafter earns interest.
- 9) Loans with a compounded interest scheme are charged **more interest**.
- 10) A **formula** is also known as a **mathematical equation**.
- 11) The formula for compound interest is: **$I = P(1+r/n)^{nt}$** .

- 12) The formula used to compute for the total amount that the lender should receive after the term of the loan is **$A=P + I$** .
- 13) Quarterly means **every 3 months**.
- 14) Semi-annually means **every 6 months or half yearly**
- 15) Annually means **yearly**.
- 16) **Usury** is the illegal action or practice of lending money at unreasonably high rates of interest.
- 17) **Amortization** is the repayment of a loan principal over time.
- 18) **A currency** is a system of money in general use in a particular country.
- 19) The basic monetary unit of China is called Yuan.
- 20) The basic monetary unit of Japan is called **Yen**.
-
-

SOURCE MODULE: BUSINESS MATHEMATICS 2

The following are the skills you should focus on when reading the module: ***Computing profit and loss, preparing balance sheet and income statement, preparing budgets and estimating future growth***. To make sure you have mastered the skills, answer our practice test at www.alsreviewer.com and find out how you have mastered the skills presented in the module.

Important Facts to Master

- 1) The total amount of money a businessman use to start a business is called **capital**.
- 2) The money spend deducted from the capital is called **capital expenses**.
- 3) Merchandise or products bought at the start of business operation that are intended to be sold anytime are called **beginning inventory**. It is the amount of goods at the start of the inventory period.
- 4) The businessman's reward or payment for his efforts to keep the business going is called **profit**.
- 5) Expenses like salaries of employees, rentals, insurance, electricity and water payments are called **operating costs**. They are is also called **overhead costs**.
- 6) A **mark-on** is the difference between the cost of good and its selling price.
- 7) The **net profit** is the difference between the gross profit and the expenses.
- 8) A **balance sheet** is a record of the financial status or position of the business on a specific date.
- 9) **Liabilities** are debts or amounts that the business owes to people or other business.
- 10) An **asset** is something of value that a business owns.
- 11) The **owner's equity** is the owner's share of the business. It is computed by adding the owners capital and the net profit.
- 12) The **total liabilities** and **owner's equity** is equal to the **total assets** of the business.
- 13) An **income statement** is a report or document which shows how much a business earned or lost during a given period of time.
- 14) **Sales** is the amount of money a business makes by selling goods or services.
- 15) **Returns and allowances** are the value of goods returned by a customer or discounts given to customers.

- 16) **Inventory** is the process of counting available goods for sale or determining the value of left over goods.
- 17) **Purchases** are the goods bought for additional supply.
- 18) **Fixed assets** are the property of the business that cannot be readily converted to cash like store equipment and office equipment.
- 19) A **budget** is a business' plan for spending in a given period.
- 20) To **estimate the future growth of a business**, a business owner should learn how to prepare and analyze budgets, income statements and balance sheets.