

Math Cheat Sheet - Percentages

Typical hours or time worked on a function	Approximate Percentage of Full-Time Work
One day per week, every week	20%
	[1 day=8 hrs.] [1 wk.=40 hrs.]
	[8 hrs./40 hrs. per wk.=.2 or 20%]
One week per month, every month	23%
	[1 wk.=40 hrs.] [12 months per year] [40*12=480]
	[2080 hrs. per year] [480/2080=.23 or 23%]
One hour per day, every day	12.5%
	[1 hr. * 5 days per wk.=5 hrs.]
	[5 hrs./40 hrs. per wk.=.125 or 12.5%]
One day or eight hours per month, every month	5%
	[8 hrs. * 12 months=96 hrs.]
	[96 hrs./2080 hrs..=.046 or 5% rounded]
One month per year	8%
	[2080 hrs. per yr./12 months=173 hrs.]
	[173 hrs./2080 hrs.=.08 or 8%]