

Category 1 – Numbers, Operations, and Reasoning

PLACE VALUE

whole numbers				decimals											
billions	millions	thousands	ones	tenths	hundredths	thousandths									
H T O	H T O	H T O	H T O	tenths	hundredths	thousandths									
4	7	2	5	6	8	1	4	6	7	8	9	.	6	7	9

H represents the hundreds place, **T** is the tens place, and **O** is the ones place. **Example:** 5 is in the hundred millions place.

Commas separate the whole number sections. When reading numbers aloud, state the section name (*billion*, *million*, or *thousand*) when you reach each comma. A decimal point separates whole numbers from decimals. Say the word *and* before reading the numbers after the decimal point aloud.

Example 1: From left to right 472,568,146,789.679 is read as *four hundred seventy-two billion, five hundred sixty-eight million, one hundred forty-six thousand, seven hundred eighty-nine and six hundred seventy-nine thousandths*.

Example 2: 32.6 is read as *thirty-two and six tenths*.

COMPARING AND ORDERING NUMBERS

Symbol	Meaning	Example
=	is equal to	6,123 = 6,123
>	is greater than	6,215 > 6,123
<	is less than	6,123 < 6,215

- Write each number you want to compare.
- Line up the same place values in the same column.
- Starting from the left, compare the value of the digits in each column.
- If the numbers in a certain column are the same, move to the next column (to the right) and compare those digits. Do this until the numbers are not the same.
- Compare the different numbers.

Example: Compare 234,786,599 and 236,863,209. From left to right, first difference is thousands. Since $4 < 6$, then $234,786,599 < 236,863,209$. Order numbers from least to greatest (like 1, 2, 3, 4, 5) or from greatest to least (like 5, 4, 3, 2, 1).

ROUNDING NUMBERS

- Find the place value you are rounding to (ones or tenths).
 - Look at the number to the right of the place value you are rounding to.
 - If that number is less than 5, do not round up. If that number is 5 or greater, round up (increase by one).
- Example:** Round 34.65 to the nearest tenth. The digit to the right of the tenths place is 5, so 34.65 rounds to 34.7 because 5 is greater than or equal to 5.

ADDITION AND SUBTRACTION

sum: result of adding numbers (the total)
difference: result of subtracting numbers
 To add or subtract numbers, line up the numbers by their place value. Add or subtract each column starting from the right, regroup (carry or borrow), and then do the next column. Place commas and/or a decimal point in the answer as needed.

Example: total money collected

Fair Sale	Amount
Day 1	\$1,474.05
Day 2	\$125.00
Day 3	\$231.40

Answer: \$1,474.05

MULTIPLICATION AND DIVISION

multiplication: method to combine numbers; multiply **factors** together to produce a **product**; multiply columns starting from the right and regroup (carry); use a place value chart.

division: method to divide a number into parts; a **dividend** divided by a **divisor** results in a **quotient**; determine where to place the first digit of the quotient by the divisor; subtract and compare; bring down the next digit of the dividend and continue; the remainder is not divisible by the divisor.

Example: A box holds 164 pens. How many total pens are there if 12 boxes are purchased?

164	x 12	
164	x 12	328
		+1640
		1,968

Example 2: If Jay splits 42 balls into two bags, how many balls are in each bag?

42	÷ 2	
42	÷ 2	21

FRACTIONS

fraction: number that includes a whole number and a fraction; to make it a fraction, multiply the denominator by the whole number and add the product to the numerator; write this sum over the denominator.

proper fraction: numerator is greater (larger) than denominator
improper fraction: numerator is less than denominator
mixed number: Write improper fraction $\frac{7}{3}$ as a mixed number. Divide 7 by 3. Whole number part is 2 and fraction part is $\frac{1}{3}$. **Answer:** $2\frac{1}{3}$

common factor: factor shared by two or more numbers
Example: The common factors of 6 and 9 are 1 and 3.
 Factors of 6: 1, 2, 3, 6 (1 x 6 = 6 and 2 x 3 = 6)
 Factors of 9: 1, 3, 9 (1 x 9 = 9 and 3 x 3 = 9)

fraction addition and subtraction: fractions must have a common denominator; add or subtract the numerators, but keep the denominator the same; if the numerator of a fraction is equal to its denominator, then the fraction equals 1
Example: $\frac{1}{4} + \frac{2}{4} = \frac{3}{4} = 1$

decimal: fraction with a denominator such as 10, 100, or 1,000
Example: $0.6 = \frac{6}{10}$
Example: model of the fraction $\frac{3}{10}$ and the decimal 0.34

EQUIVALENT FRACTIONS

equivalent fractions: fractions that have the same amount; to find equivalent fractions, multiply or divide both the numerator and the denominator by the same, non-zero number
Example: $\frac{1}{2} = \frac{2}{4} = \frac{3}{6}$. The numerator (1) and the denominator (6) are both multiplied by 2, so $\frac{1}{2}$ and $\frac{2}{4}$ are equivalent fractions.

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