# My Mathematies Rule Bookilet <br> Grade 4-6 <br>  

Name:
Grade:
Hoohoo Wiskunde 0

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# Numbers, <br> Operations \& Relationships 

$$
\begin{aligned}
& 32843 \\
& 3 \geqslant 810
\end{aligned}
$$

## I.I WHOLE NUMBERS

## I. Number names

| Number | English | Afrikaans |
| :---: | :---: | :---: |
| I | one | een |
| 2 | two | twee |
| 3 | three | drie |
| 4 | four | vier |
| 5 | five | vyf |
| 6 | six | ses |
| 7 | seven | sewe |
| 8 | eight | agt |
| 9 | nine | nege |
|  |  |  |
| 10 | ten | tien |
| 20 | twenty | twintig |
| 30 | thirty | dertig |
| 40 | forty | veertig |
| 50 | fifty | vyftig |
| 60 | sixty | sestig |
| 70 | seventy | sewentig |
| 80 | eighty | tagtig |
| 90 | ninety | negentig |
|  |  |  |
| 100 | one hundred | eenhonderd |
| 200 | two hundred | tweehonderd |
| 300 | three hundred | driehonderd |
| 400 | four hundred | vierhonderd |
| 500 | five hundred | vyfhonderd |
| 600 | six hundred | seshonderd |
| 700 | seven hundred | sewehonderd |
| 800 | eight hundred | agthonderd |
| 900 | nine hundred | negehonderd |
|  |  |  |
| 1000 | thousand | eenduisend |
| 2000 | two thousand | tweeduisend |
| 3000 | three thousand | drieduisend |
| 4000 | four thousand | vierduisend |
| 5000 | five thousand | vyf duisend |
| 6000 | six thousand | sesduisend |
| 7000 | seven thousand | seweduisend |
| 8000 | eight thousand | agtduisend |
| 9000 | nine thousand | negeduisend |
| 10000 | ten thousand | tienduisend |
|  |  |  |

## 2. Counting:

Counting 1-200:

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
| 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 |
| 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 |
| 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 |
| 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 | 100 |
| 101 | 102 | 103 | 104 | 105 | 106 | 107 | 108 | 109 | 110 |
| 111 | 112 | 113 | 114 | 115 | 116 | 117 | 118 | 119 | 120 |
| 121 | 122 | 123 | 124 | 125 | 126 | 127 | 128 | 129 | 130 |
| 131 | 132 | 133 | 134 | 135 | 136 | 137 | 138 | 139 | 140 |
| 141 | 142 | 143 | 144 | 145 | 146 | 147 | 148 | 149 | 150 |
| 151 | 152 | 153 | 154 | 155 | 156 | 157 | 158 | 159 | 160 |
| 161 | 162 | 163 | 164 | 165 | 166 | 167 | 168 | 169 | 170 |
| 171 | 172 | 173 | 174 | 175 | 176 | 177 | 178 | 179 | 180 |
| 181 | 182 | 183 | 184 | 185 | 186 | 187 | 188 | 189 | 190 |
| 191 | 192 | 193 | 194 | 195 | 196 | 197 | 198 | 199 | 200 |



## Counting 1-1000:

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 |
| 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 |
| 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 | 100 |
| 101 | 102 | 103 | 104 | 105 | 106 | 107 | 108 | 109 | 110 | 111 | 112 | 113 | 114 | 115 | 116 | 117 | 118 | 119 | 120 |
| 121 | 122 | 123 | 124 | 125 | 126 | 127 | 128 | 129 | 130 | 131 | 132 | 133 | 134 | 135 | 136 | 137 | 138 | 139 | 140 |
| 141 | 142 | 143 | 144 | 145 | 146 | 147 | 148 | 149 | 150 | 151 | 152 | 153 | 154 | 155 | 156 | 157 | 158 | 159 | 160 |
| 161 | 162 | 163 | 164 | 165 | 166 | 167 | 168 | 169 | 170 | 171 | 172 | 173 | 174 | 175 | 176 | 177 | 178 | 179 | 180 |
| 181 | 182 | 183 | 184 | 185 | 186 | 187 | 188 | 189 | 190 | 191 | 192 | 193 | 194 | 195 | 196 | 197 | 198 | 199 | 200 |
| 201 | 202 | 203 | 204 | 205 | 206 | 207 | 208 | 209 | 210 | 211 | 212 | 213 | 214 | 215 | 216 | 217 | 218 | 219 | 220 |
| 221 | 222 | 223 | 224 | 225 | 226 | 227 | 228 | 229 | 230 | 231 | 232 | 233 | 234 | 235 | 236 | 237 | 238 | 239 | 240 |
| 241 | 242 | 243 | 244 | 245 | 246 | 247 | 248 | 249 | 250 | 251 | 252 | 253 | 254 | 255 | 256 | 257 | 258 | 259 | 260 |
| 261 | 262 | 263 | 264 | 265 | 266 | 267 | 268 | 269 | 270 | 271 | 272 | 273 | 274 | 275 | 276 | 277 | 278 | 279 | 280 |
| 281 | 282 | 283 | 284 | 285 | 286 | 287 | 288 | 289 | 290 | 291 | 292 | 293 | 294 | 295 | 296 | 297 | 298 | 299 | 300 |
| 301 | 302 | 303 | 304 | 305 | 306 | 307 | 308 | 309 | 310 | 311 | 312 | 313 | 314 | 315 | 316 | 317 | 318 | 319 | 320 |
| 321 | 322 | 323 | 324 | 325 | 326 | 327 | 328 | 329 | 330 | 331 | 332 | 333 | 334 | 335 | 336 | 337 | 338 | 339 | 340 |
| 341 | 342 | 343 | 344 | 345 | 346 | 347 | 348 | 349 | 350 | 351 | 352 | 353 | 354 | 355 | 356 | 357 | 358 | 359 | 360 |
| 361 | 362 | 363 | 364 | 365 | 366 | 367 | 368 | 369 | 370 | 371 | 372 | 373 | 374 | 375 | 376 | 377 | 378 | 379 | 380 |
| 381 | 382 | 383 | 384 | 385 | 386 | 387 | 388 | 389 | 390 | 391 | 392 | 393 | 394 | 395 | 396 | 397 | 398 | 399 | 400 |
| 401 | 402 | 403 | 404 | 405 | 406 | 407 | 408 | 409 | 410 | 411 | 412 | 413 | 414 | 415 | 416 | 417 | 418 | 419 | 420 |
| 421 | 422 | 423 | 424 | 425 | 426 | 427 | 428 | 429 | 430 | 431 | 432 | 433 | 434 | 435 | 436 | 437 | 438 | 439 | 440 |
| 441 | 442 | 443 | 444 | 445 | 446 | 447 | 448 | 449 | 450 | 451 | 452 | 453 | 454 | 455 | 456 | 457 | 458 | 459 | 460 |
| 461 | 462 | 463 | 464 | 465 | 466 | 467 | 468 | 469 | 470 | 471 | 472 | 473 | 474 | 475 | 476 | 477 | 478 | 479 | 480 |
| 481 | 482 | 483 | 484 | 485 | 486 | 487 | 488 | 489 | 490 | 491 | 492 | 493 | 494 | 495 | 496 | 497 | 498 | 499 | 500 |


| 501 | 502 | 503 | 504 | 505 | 506 | 507 | 508 | 509 | 510 | 511 | 512 | 513 | 514 | 515 | 516 | 517 | 518 | 519 | 520 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 521 | 522 | 523 | 524 | 525 | 526 | 527 | 528 | 529 | 530 | 531 | 532 | 533 | 534 | 535 | 536 | 537 | 538 | 539 | 540 |
| 541 | 542 | 543 | 544 | 545 | 546 | 547 | 548 | 549 | 550 | 551 | 552 | 553 | 554 | 555 | 556 | 557 | 558 | 559 | 560 |
| 561 | 562 | 563 | 564 | 565 | 566 | 567 | 568 | 569 | 570 | 571 | 572 | 573 | 574 | 575 | 576 | 577 | 578 | 579 | 580 |
| 581 | 582 | 583 | 584 | 585 | 586 | 587 | 588 | 589 | 590 | 591 | 592 | 593 | 594 | 595 | 596 | 597 | 598 | 599 | 600 |
| 601 | 602 | 603 | 604 | 605 | 606 | 607 | 608 | 609 | 610 | 611 | 612 | 613 | 614 | 615 | 616 | 617 | 618 | 619 | 620 |
| 621 | 622 | 623 | 624 | 625 | 626 | 627 | 628 | 629 | 630 | 631 | 632 | 633 | 634 | 635 | 636 | 637 | 638 | 639 | 640 |
| 641 | 642 | 643 | 644 | 645 | 646 | 647 | 648 | 649 | 650 | 651 | 652 | 653 | 654 | 655 | 656 | 657 | 658 | 659 | 660 |
| 661 | 662 | 663 | 664 | 665 | 666 | 667 | 668 | 669 | 670 | 671 | 672 | 673 | 674 | 675 | 676 | 677 | 678 | 679 | 680 |
| 681 | 682 | 683 | 684 | 685 | 686 | 687 | 688 | 689 | 690 | 691 | 692 | 693 | 694 | 695 | 696 | 697 | 698 | 699 | 700 |
| 701 | 702 | 703 | 704 | 705 | 706 | 707 | 708 | 709 | 710 | 711 | 712 | 713 | 714 | 715 | 716 | 717 | 718 | 719 | 720 |
| 721 | 722 | 723 | 724 | 725 | 726 | 727 | 728 | 729 | 730 | 731 | 732 | 733 | 734 | 735 | 736 | 737 | 738 | 739 | 740 |
| 741 | 742 | 743 | 744 | 745 | 746 | 747 | 748 | 749 | 750 | 751 | 752 | 753 | 754 | 755 | 756 | 757 | 758 | 759 | 760 |
| 761 | 762 | 763 | 764 | 765 | 766 | 767 | 768 | 769 | 770 | 771 | 772 | 773 | 774 | 775 | 776 | 777 | 778 | 779 | 780 |
| 781 | 782 | 783 | 784 | 785 | 786 | 787 | 788 | 789 | 790 | 791 | 792 | 793 | 794 | 795 | 796 | 797 | 798 | 799 | 800 |
| 801 | 802 | 803 | 804 | 805 | 806 | 807 | 808 | 809 | 810 | 811 | 812 | 813 | 814 | 815 | 816 | 817 | 818 | 819 | 820 |
| 821 | 822 | 823 | 824 | 825 | 826 | 827 | 828 | 829 | 830 | 831 | 832 | 833 | 834 | 835 | 836 | 837 | 838 | 839 | 840 |
| 841 | 842 | 843 | 844 | 845 | 846 | 847 | 848 | 849 | 850 | 851 | 852 | 853 | 854 | 855 | 856 | 857 | 858 | 859 | 860 |
| 861 | 862 | 863 | 864 | 865 | 866 | 867 | 868 | 869 | 870 | 871 | 872 | 873 | 874 | 875 | 876 | 877 | 878 | 879 | 880 |
| 881 | 882 | 883 | 884 | 885 | 886 | 887 | 888 | 889 | 890 | 891 | 892 | 893 | 894 | 895 | 896 | 897 | 898 | 899 | 900 |
| 901 | 902 | 903 | 904 | 905 | 906 | 907 | 908 | 909 | 910 | 911 | 912 | 913 | 914 | 915 | 916 | 917 | 918 | 919 | 920 |
| 921 | 922 | 923 | 924 | 925 | 926 | 927 | 928 | 929 | 930 | 931 | 932 | 933 | 934 | 935 | 936 | 937 | 938 | 939 | 940 |
| 941 | 942 | 943 | 944 | 945 | 946 | 947 | 948 | 949 | 950 | 951 | 952 | 953 | 954 | 955 | 956 | 957 | 958 | 959 | 960 |
| 961 | 962 | 963 | 964 | 965 | 966 | 967 | 968 | 969 | 970 | 971 | 972 | 973 | 974 | 975 | 976 | 977 | 978 | 979 | 980 |
| 981 | 982 | 983 | 984 | 985 | 986 | 987 | 988 | 989 | 990 | 991 | 992 | 993 | 994 | 995 | 996 | 997 | 998 | 999 | 1000 |

## 3. Time Tables: $\times 2-\times 12$

| $\times 2$ | $\times 3$ | $\times 4$ |
| :--- | :--- | :--- |
| $1 \times 2=2$ | $1 \times 3=3$ | $1 \times 4=4$ |
| $2 \times 2=4$ | $2 \times 3=6$ | $2 \times 4=8$ |
| $3 \times 2=6$ | $3 \times 3=9$ | $3 \times 4=12$ |
| $4 \times 2=8$ | $4 \times 3=12$ | $4 \times 4=16$ |
| $5 \times 2=10$ | $5 \times 3=15$ | $5 \times 4=20$ |
| $6 \times 2=12$ | $6 \times 3=18$ | $6 \times 4=24$ |
| $7 \times 2=14$ | $7 \times 3=21$ | $7 \times 4=28$ |
| $8 \times 2=16$ | $8 \times 3=24$ | $8 \times 4=32$ |
| $9 \times 2=18$ | $9 \times 3=27$ | $9 \times 4=36$ |
| $10 \times 2=20$ | $10 \times 3=30$ | $10 \times 4=40$ |
| $11 \times 2=22$ | $11 \times 3=33$ | $11 \times 4=44$ |
| $12 \times 2=24$ | $12 \times 3=36$ | $12 \times 4=48$ |


| $\times 5$ | $\times 6$ | $X 7$ |
| :--- | :--- | :--- |
| $1 \times 5=5$ | $1 \times 6=6$ | $1 \times 7=7$ |
| $2 \times 5=10$ | $2 \times 6=12$ | $2 \times 7=14$ |
| $3 \times 5=15$ | $3 \times 6=18$ | $3 \times 7=21$ |
| $4 \times 5=20$ | $4 \times 6=24$ | $4 \times 7=28$ |
| $5 \times 5=25$ | $5 \times 6=30$ | $5 \times 7=35$ |
| $6 \times 5=30$ | $6 \times 6=36$ | $6 \times 7=42$ |
| $7 \times 5=35$ | $7 \times 6=42$ | $7 \times 7=49$ |
| $8 \times 5=40$ | $8 \times 6=48$ | $8 \times 7=56$ |
| $9 \times 5=45$ | $9 \times 6=54$ | $9 \times 7=63$ |
| $10 \times 5=50$ | $10 \times 6=60$ | $10 \times 7=70$ |
| $11 \times 5=55$ | $11 \times 6=66$ | $11 \times 7=77$ |
| $12 \times 5=60$ | $12 \times 6=72$ | $12 \times 7=84$ |


| $\times 8$ | $\times 9$ | $\times 10$ |
| :--- | :--- | :--- |
| $1 \times 8=8$ | $1 \times 9=9$ | $1 \times 10=10$ |
| $2 \times 8=16$ | $2 \times 9=18$ | $2 \times 10=20$ |
| $3 \times 8=24$ | $3 \times 9=27$ | $3 \times 10=30$ |
| $4 \times 8=32$ | $4 \times 9=36$ | $4 \times 10=40$ |
| $5 \times 8=40$ | $5 \times 9=45$ | $5 \times 10=50$ |
| $6 \times 8=48$ | $6 \times 9=54$ | $6 \times 10=60$ |
| $7 \times 8=56$ | $7 \times 9=63$ | $7 \times 10=70$ |
| $8 \times 8=64$ | $8 \times 9=72$ | $8 \times 10=80$ |
| $9 \times 8=72$ | $9 \times 9=81$ | $9 \times 10=90$ |
| $10 \times 8=80$ | $10 \times 9=90$ | $10 \times 10=100$ |
| $11 \times 8=88$ | $11 \times 9=99$ | $11 \times 10=110$ |
| $12 \times 8=96$ | $12 \times 9=108$ | $12 \times 10=120$ |


| $\times 11$ | $\times 12$ |
| :---: | :---: |
| $\|x\|\|=\| \|$ | $1 \times 12=12$ |
| $2 \times 11=22$ | $2 \times 12=24$ |
| $3 \times 11=33$ | $3 \times 12=36$ |
| $4 \times 11=44$ | $4 \times 12=48$ |
| $5 \times 11=55$ | $5 \times 12=60$ |
| $6 \times 11=66$ | $6 \times 12=72$ |
| $7 \times 11=77$ | $7 \times 12=84$ |
| $8 \times 11=88$ | $8 \times 12=96$ |
| $9 \times 11=99$ | $9 \times 12=108$ |
| $10 \times 11=110$ | $10 \times 12=120$ |
| $11 \times 11=121$ | $11 \times 12=132$ |
| $12 \times 11=132$ | $12 \times 12=144$ |


4. Time Table grid


## 5. Numbers

- Positive numbers: Collection of all positive numbers, except 0: $\{1,2,3,4,5,6,7 \ldots\}$
- Whole numbers: Whole numbers are the numbers starting at 0 and counting up forever. Whole numbers don't include negative numbers, fractions, or decimals. $\{0,1,2,3,4,5,6,7,8,9 \ldots\}$
- Integers: Integers are just like whole numbers, but they also include negative numbers. Like whole numbers, integers don't include fractions or decimals. $\{\ldots-5,-4,-3,-2,-1,0,1,2,3,4,5 \ldots\}$


## Placing numbers on a number line


$\mathrm{A}=44 \quad \mathrm{~B}=46 \quad \mathrm{C}=49$

## 6. Expanded notation

Expanded notation means to expand the number in its simplest
form. There are three ways to expand numbers.

$$
\begin{aligned}
& \checkmark 168=100+60+8 \\
& \checkmark 168=1 \mathrm{H}+6 \mathrm{~T}+8 \mathrm{U} \\
& \checkmark 168=(1 \mathrm{x} \mid 00)+(6 \times 10)+(8 \mathrm{xI})
\end{aligned}
$$

## 7. Value and place value

a) Value: The value of a certain number is what it is worth (NUMBER) e.g. $\underline{I} \underline{2} 6=20$
b) Place value: Place value can be defined as the value represented by a digit in a number on the basis of its position in the number. (NAME) e.g. I $26=$ tens or $T$

Place values you should know:

| Place value | Abbreviation | Value |
| :--- | :--- | ---: |
| Billion | B | 1000000000 |
| Hundred million | HM | 100000000 |
| Ten million | TM | 10000000 |
| Million | M | 1000000 |
| Hundred Thousand | HT | 100000 |
| Ten Thousand | TT | 10000 |
| Thousand | Th | 1000 |
| Hundred | H | 100 |
| Ten | T | 10 |
| Ones | O | 1 |
| tenths | t | 0.1 |
| hundredths | h | 0.01 |
| thousands | th | 0.001 |

Build your own numbers under the right place value:

| M | HT | TT | Thh | H | T | O |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

8. Order of operation BODMAS:
Brackets, order, division, multiplication, addition and subtraction.


## 9. Odd and even numbers

Even numbers: All numbers that can be divided by two without any remainder. All the even numbers end with a $2,4,6,8$ or a 0 .

Odd numbers: All numbers with a remainder of one as it is divided by two. All odd numbers end with al, 3, 5, 7 or a 9 .
10. Greater than, less than and equal to

The crocodile was very hungry. He always wants to eat the most, so always write its mouth open to the greatest number.

greater than

less than


Equal to
 21

LESS THAN
The closed end always faced to the smallest number e.g.:

EQUAL TO
If both numbers are equal, e.g.:

- $16=16$
- $10+4=12+2$
- $2 \times 4=4$
- $3<6$
- $10<19$
- $170>120$
- $7 \times 3>2 \times 8$
- $287<387$
II. Between numbers
A) Numbers between two tenths
- 67 - between 60 and 70 - 289 - between 280 and 290
B) Numbers between two hundreds
- 148 -between 100 and 200 - II26-between I 100 and I200
C) Numbers between two thousands
- 10025-10 000 to 11000
- 286245 -between 286000 and

287000
D) Which number is exactly between two numbers:

Find the difference between the two numbers, then divide the answer by 2 . Subtract the result from the largest number and add the answer to the smallest number.
E.g. What number is exactly between 684 and 452
I. $\quad 684-452=232$
2. $232 \div 2=116$
3. $684-116=568$
4. $\quad 452+116=568$
5. The number is 568 .

## 12. Double and halve

Double: Twice as many

## Double 14:



Halve, is divided by 2

$$
\begin{aligned}
& \text { Halve of } 16 \text { : } \\
& 10+6 \\
& t \\
& 5+3=8
\end{aligned}
$$

Double 185:


$$
\begin{aligned}
& \text { Halve of } 365 \\
& 300+60+5 \\
& \downarrow \\
& 150+30+2 \frac{1}{2}=182 \frac{1}{2}
\end{aligned}
$$

## 13. Compare and order

Use all the numbers 6; 3;0;6;8 and build the:
a) smallest number- Arrange the numbers from smallest to largest, but zero may not be the first number. 30668
b) largest number: Arrange the numbers from largest to smallest. 86630

## 14. Ascending and descending order

a) DECREASING: When the airplane is about to land from the air, we can see that it is from the largest to the smallest number.

b) ASCENDING: When the airplane is about take-off from the bottom up, we can see that it is from the smallest to the largest number.


## 15. Rounding off

## ROUNDING TO THE NEAREST 5



If the ONES are 3, 4, 6 or 7, you round off to the nearest 5: $46 \approx 45$ If the ONES are $1,2,8$ or 9 , you round off to the nearest $10: 28 \approx 30$

## ROUNDING TO THE NEAREST 10

10 has I zero, so we look at the $1^{\text {st }}$ digit from the right, which will be the ONES.
If the number is below the line $1-4$ then it stays at the 10 ths: $72 \approx 70$
If the number is above the line $5-9$, the loths adds one more: $48 \approx 50$

## ROUNDING TO THE NEAREST 100

100 has 2 zeros, so we look at the second digit from the right, which will be the TENTHS.
If the number is below the line $10-40$ then it stays at the 100 s: $146 \approx 100$ If the number is above the line 50-90, the 100 s adds one more: $762 \approx 800$

## ROUNDING TO THE NEAREST 1000

1000 has 3 zeros, so we look at the 3 rd digit from the right, which will be the HUNDREDS.
If the number is below the line $100-400$ then it stays at the $1000 \mathrm{~s}: \underline{2} 58 \approx 200$
If the number is above the line $500-900$, the 1000 s adds one more: $861 \approx 1000$

REMEMBER:


## 16. Characteristics of 0

a) Any number multiplied by 0 is 0 :

$$
11 x 0=0
$$

b) 0 divided by any number is 0 :

$$
0 \div 8=0
$$

c) Any number divided by 0 is undefined.
$60 \div 0=$ indefinitely
d) Any number plus 0 stays the same number:
$186+0=186$
e) Any number minus 0 stays the same number:

$$
23-0=23
$$

f) 0 minus any number equals a negative number:
$0-15=-15$

## 17. Characteristics of 1

a) Any number multiplied by I remains the same number: $5 \times I=5$
b) Any number that is divided by I remains the same number:
$12 \div 1=12$
c) Any number plus I is a number more:

$$
15+1=16
$$

d) Any number minus I is I less:

$$
28-1=27
$$

18. Addition and subtraction by breaking down numbers

## ADDITION:



$$
\begin{aligned}
& 156=100+50+6 \\
& 186=100+80+6 \\
& \quad 200+130+12=342 \\
& 156+(100+80+6) \\
& =256+(80+6) \\
& =336+6 \\
& =342 \\
& =(100+50+6)+(100+80+6) \\
& =(100+100)+(50+80)+(6+6) \\
& =200+130+12 \\
& =342
\end{aligned}
$$

## SUBTRACTION:

478-256 = $\qquad$

$$
\begin{aligned}
& 478=400+70+8 \\
& 256=200+50+6 \\
& \quad 200+20+2=222 \\
& =(400+70+8)-(200+50+6) \\
& =(400-200)+(70-50)+(8-6) \\
& =200+20+2 \\
& =222
\end{aligned}
$$

$523-148=$ $\qquad$

$$
\begin{aligned}
& =523-(100+40+8) \\
& =(523-100)-(40+8) \\
& =(423-40)-8 \\
& =(383-8) \\
& =375
\end{aligned}
$$

## 19. Properties of whole numbers

I. Commutative property
$>$ You can change the order of the numbers when adding or multiplying and the answer will not change.
$>7+6=6+7$
$>3 \times 2=2 \times 3$
2. Associative property
$>$ It does not matter what set of the numbers are calculated first, the answer remains the same.
$>2+3+4=(2+3)+4=2+(3+4)$
> $3 \times 4 \times 5=(3 \times 4) \times 5=3 x(4 \times 5)$
3. Distributive property
$>$ The number outside the brackets is multiplied by each number within the brackets and the operator within the brackets are now between the brackets.
$>3(4+5)$
$=(3 \times 4)+(3 \times 5)$
$=12+15$
$=27$

## 20. Addition and subtraction in columns

Addition:
$2683+1589=$

|  | Th | H | T | O |
| ---: | ---: | ---: | ---: | ---: |
|  | I 2 | 6 | ${ }^{\prime}$ | 8 |
| + | 1 | 5 | 8 | 9 |
|  | 4 | 2 | 7 | 2 |

Subtraction: 8643-2658 =

|  | Th | $\mathbf{H}$ | T | O |
| ---: | ---: | ---: | ---: | ---: |
|  | 78 | 156 | ${ }^{13} 4$ | 13 |
| - | 2 | 6 | 5 | 8 |
|  | 5 | 9 | 8 | 5 |

## 21. Multiplication by breaking down numbers STEPS:

STEP I: Break down the numbers
STEP 2: Multiply the first digit in the first bracket with the second bracket's first digit
STEP 3: Multiply the first bracket's Ist number by the 2nd bracket's 2nd number
STEP 4: Multiply the first bracket 2nd number with the 2nd brackets' Ist number
STEP 5: Multiply the first bracket 2nd number with the 2nd brackets 2nd number
$27 \times 16$
$=(20+7) \times(10+6)$
$20 \times 10=200$
$20 \times 6=120$
$7 \times 10=70$
$7 \times 6=$ $\qquad$

$$
\begin{array}{ll}
38 \times 24 \\
=(30+8) \times(20 \times 4) \\
30 \times 20= & 600 \\
30 \times 4= & 120 \\
8 \times 20= & 160 \\
8 \times 4=\frac{32}{912}
\end{array}
$$

## 22. Division by breaking down numbers

## STEPS:

STEP I: Break down the numbers in the first bracket
STEP 2: Divide the first bracket's Ist number with the number
STEP 3: Divide the first bracket 2nd number with the number

$$
\begin{aligned}
& 150 \div 25= \\
& (100+50) \div 25 \\
& 100 \div 25=4 \\
& 50 \div 25=2 \\
& 4+2=6
\end{aligned}
$$

$$
576 \div 12=48
$$

$$
(500+70+6) \div 12
$$

$$
500 \div 12=41 \text { remainder } 8
$$

$$
(70+8) \div 12=6 \text { remainder } 6
$$

$$
(6+6) \div 12=1
$$

$$
41+6+1=48
$$

## 23. Multiplication column method

a) $25 \times 2=50$

|  | $\mathbf{T}$ | $\mathbf{O}$ |
| :--- | :--- | :--- |
|  | $\mathbf{I}$ | 2 |
| $X$ |  | 2 |
|  | 5 | 0 |
|  |  |  |

STEP I: $2 \times 5=10$. Write the last digit, 0 under the ONES STEP 2: Transfer 1 of 10 to the TENS

STEP 3: $2 \times 2=4 \quad 4+1=5$
STEP 4: Write 5 under the tens
b) $24 \times 12=288$

|  | $\mathbf{H}$ | $\mathbf{T}$ | $\mathbf{O}$ |
| :--- | :--- | :--- | :--- |
|  |  | 2 | 4 |
| $\mathbf{X}$ |  | 1 | 2 |
|  |  | 4 | 8 |
| + | 2 | 4 | 0 |
|  | 2 | 8 | 8 |

STEP I: $2 \times 4=8$. Write the 8 under the ONES
STEP 2: $2 \times 2=4$. Write the 4 down under the TENS
STEP 3: Write a 0 under the ONES in the second row as a place holder

STEP 4: $1 \times 4=4$. Write the 4 under the TENS
STEP 5: $1 \times 2=2$. Write 2 down under the HUNDREDS
STEP 6: Add the numbers
c) $136 \times 124=16,864$

|  | HT | Th | $\mathbf{H}$ | $\mathbf{T}$ | $\mathbf{O}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | +1 | ${ }^{12} 3$ | 6 |
| $\mathbf{X}$ |  |  | $\mathbf{I}$ | 2 | 4 |
|  |  |  | 5 | 4 | 4 |
|  |  | 2 | 7 | 2 | 0 |
| + | 1 | 3 | 6 | 0 | 0 |
|  | 1 | 6 | 8 | 6 | 4 |

STEP I: $\quad 4 \times 6=24$. Write the 4 b under $O$ and carry the 2 on the T

STEP 2: $4 \times 3+2=14$. Write the 4 under $T$ and carry the I over to H

STEP 3: $4 \mathrm{xI}=44+\mathrm{I}=5$. Write 5 under H
STEP 4: Write a O under the O column as a place holder STEP 5: $2 \times 6=12$. Write 2 under Th and carry the I over to $H$ STEP 6: $2 \times 3=66+1=7$. Write 7 under $H$

STEP 7: $2 \times 1=2$. Write two O's under the ones and tens column as a place holder

STEP 8: $1 \times 6=6$. Write 6 under $H$
STEP $9: 1 \times 3=3$. Write 3 in Th
STEP |O: |x| = I. Write | under HT
STEP II: Add the numbers

## 24. Short-and Long division <br> a) $125 \div 5=25$



MULTIPLES:

$$
5 x \mid=5
$$

$$
5 \times 2=10
$$

$$
5 \times 3=15
$$

$$
5 \times 4=20
$$

$$
5 \times 5=25
$$

STEP I: $1 \div 5=x$
STEP 2: $12 \div 5=2$
STEP 3: Write the 2 above 2
STEP 4 : $12-10=12$, so the remainder is 2
STEP 5: Write the remainder next to 5 (now number 25)

STEP 6: $25 \div 5=5$
STEP 7: Write the 5 above the 25
~ $21 \sim$
b) $125 \div 5=25$


## STEP $1: 1 \div 5=x$

STEP 2: DIVIDE: $12 \div 5=2$ and write 2 above 2

STEP 3: MULTIPLY: $2 \times 5=10$ and write under 12

STEP 4: SUBTRACT: $12-I 0=2$
STEP 5: CHECK: if you can divide your answer with 5 . No, I cannot.

STEP 6: BRING DOWN: 5 to the next 2. It now forms 25

STEP 7: DIVIDE: $25 \div 5=5$. Write the answer above 5

STEP 8: MULTIPLY: $5 \times 5=25$
STEP 9: SUBTRACT: 25-25 = 0

## 25. Inverse operation

The reversed of $x$ is $\div 3 \times 4=12 \quad 12 \div 3=4 \quad$ or $\quad 12 \div 4=3$
The reversed of $\div$ is $x \quad 48 \div 8=6 \quad 8 \times 6=48 \quad$ or $\quad 6 \times 8=4$
The reversed of + is $-\quad 15+10=25$
$25-10=15$ or $25-15=10$
The reversed of - is +
$12-4=8$
$4+8=12$ or $8+4=12$
26. Multiples:

A multiple is lots of the same number or quantity. Multiples are like multiplication tables e.g.
a) Counting in multiples of 2 from 0 to 12 $0 ; 2 ; 4 ; 6 ; 8 ; 10 ; 12$.
b) Counting in multiples of 6 : 6; 12; 18; 24; 30; 36.
c) What is the 5 th multiple of 8 ?
$5 \times 8=40$

## 27. Factors:

Factors are the whole numbers that can be divided into a certain number without a remainder.
a) $12=\{1 ; 2 ; 3 ; 4 ; 6 ; 12\}$

Factors pairs: $1 \times 12,2 \times 6,3 \times 4$.
b) $36=\{1 ; 2 ; 3 ; 4 ; 6 ; 9 ; 12 ; 18 ; 36\}$

Factors pairs: $1 \times 36,2 \times 18,3 \times 12,4 \times 9,6 \times 6$.

## 28. Prime factors:

A prime number has only two factors which are I and itself.
$2,3,5,7,11,13,17,19,23,29,31,37,41,43,47,53,59,61,67,71,73,79$, 83, 89, 97.

## REMEMBER ONE is not a prime number!

Calculate the prime factors of 48
Always start with the smallest prime number, 2.
$48=2 \times 2 \times 2 \times 2 \times 3$

| 2 | $\frac{48}{}$ |
| :--- | :--- |
| 2 | 24 |
| 2 | 12 |
| 2 | 6 |
| 3 | 3 |
|  | 1 |

$$
\begin{aligned}
& 48 \div 2 \\
& 24 \div 2 \\
& 12 \div 2 \\
& 6 \div 2 \\
& 3 \div 2 \text { cannot, then } 3 \div 3
\end{aligned}
$$

## 29. HCF \& LCM

HCF - HIGHEST COMMON FACTOR
LCD - LOWEST COMMON MULTIPLE
NB: For the HCF and find the LCM of numbers, you should use the ladder method of prime factors.

LCM and HCF of 12 and 36 :

| 2 | $\underline{\mathbf{1 2}}$ |
| ---: | ---: |
| 2 | $\mathbf{6}$ |
| 3 | 3 |
|  | 1 |


| 2 | $\underline{36}$ |
| ---: | :---: |
| 2 | 18 |
| 3 | 9 |
| 3 | 3 |
|  | 1 |

$$
\begin{aligned}
& 12=\underline{2} \times 2 \times \underline{3} \\
& 36=\underline{2} \times 2 \times \underline{3} \times 3
\end{aligned}
$$

HCF: Get the pairs and multiply together:
HCF $=2 \times 3$

$$
=6
$$

LCM: Write down the pairs as well as remaining numbers and multiply:
LCM $=2 \times 3 \times 2 \times 3$
$=36$

## 30. Ratio and rate <br> \section*{RATIO:}

Ratio is a way of comparing one quantity with another for instance: comparable number of acts, food or animals.
I. Jana takes 2 steps while Hannes takes 5. What is the ratio?

2: 5 (REMEMBER THE DOUBLE POINT!)
NB: We write the ratio in the order it appears in the sentence.
2. The ratio of cattle and sheep on a farm $4: 6$
a) If there are 320 animals, how many of it is cattle and how many is sheep?
$4+6=10$ (Add the total number of animals collected from the ratio).
$\frac{4}{10}$ of cattle and $\frac{6}{10}$ of sheep.
Number of cattle: $\frac{4}{10} \times 320=128$ cattle
Number of sheep: $\frac{6}{10} \times 320=192$ sheep
TEST: Add the answers together to see if your work is correct: $128+192=320$ animals.

## RATE:

When different quantities or units are compared, it is called rate.
a) If 3 bags of oranges cost R36, what is the cost of I bag? $\mathrm{R} 36,00 \div 3=\mathrm{RI} 2,00$
b) How much will 5 bags of oranges cost?

RI2,00 $\times 5=$ R70.00


## Problem solving rules

Susan buys 4 soft drinks for R 8 each. What is the total of all the drinks?
I. Read the sum.
2. Search for information. 4 soft drinks and $R 8$ each
3. Write a number sentence.
$4 \times R 8=$ $\qquad$
4. Do the calculation.
$4 \times 8=32$
5. Write a sentence.

The total is R32 for 4 soft drinks.

## I. 2 COMMON FRACTIONS

## I. Fraction wall



| 1 |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\frac{1}{2}$ |  |  |  |  |  | $\frac{1}{2}$ |  |  |  |  |  |
| $\frac{1}{3}$ |  |  |  | $\frac{1}{3}$ |  |  |  | $\frac{1}{3}$ |  |  |  |
| $\frac{1}{4}$ |  |  | $\frac{1}{4}$ |  |  | $\frac{1}{4}$ |  |  | $\frac{1}{4}$ |  |  |
| $\frac{1}{5}$ |  |  | $\frac{1}{5}$ |  | $\frac{1}{5}$ |  | $\frac{1}{5}$ |  |  | $\frac{1}{5}$ |  |
| $\frac{1}{6}$ |  | $\frac{1}{6}$ |  | $\frac{1}{6}$ |  | $\frac{1}{6}$ |  | $\frac{1}{6}$ |  |  |  |
| $\frac{1}{8}$ | $\frac{1}{8}$ |  | $\frac{1}{8}$ | $\frac{1}{8}$ |  | $\frac{1}{8}$ | $\frac{1}{8}$ |  | $\frac{1}{8}$ |  | $\frac{1}{8}$ |
| $\frac{1}{9}$ | $\frac{1}{9}$ |  | $\frac{1}{9}$ | $\frac{1}{9}$ | $\frac{1}{9}$ | $\frac{1}{9}$ |  | $\frac{1}{9}$ | $\frac{1}{9}$ |  | $\frac{1}{9}$ |
| $\frac{1}{10}$ | $\frac{1}{10}$ | $\frac{1}{10}$ |  | $\frac{1}{10}$ | $\frac{1}{10}$ | $\frac{1}{10}$ | $\frac{1}{10}$ | $\frac{1}{10}$ | $\frac{1}{10}$ |  | $\frac{1}{10}$ |
| $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ | $\frac{1}{12}$ |

2. Numerator and denominator

$$
\frac{1}{4}=\frac{\text { numerator }}{\text { denominator }}
$$

Numerator: Count how many parts there are
Denominator: Name how many parts the whole is divided

## 3. Types of fractions

There are three types of fractions:
a) Proper fraction: $\frac{1}{4}$ The numerator is smaller than the denominator
b) Improper fraction: $\frac{5}{4}$ The numerator is greater than the denominator
c) Mixed numbers: $1 \frac{1}{4}$ An integer and a fraction

## 4. Ordering fractions

Orders fractions from smallest to largest or from largest to smallest: The denominator of all fractions must be the same number.
$\frac{4}{7} ; \frac{2}{7} ; \frac{6}{7} ; \frac{1}{7} ; \frac{7}{7}$
Smallest to largest (ascending): $\quad \frac{1}{7} ; \frac{2}{7} ; \frac{4}{7} ; \frac{6}{7} ; \frac{7}{7}$
Largest to smallest (descending) $\quad \frac{7}{7} ; \frac{6}{7} ; \frac{4}{7} ; \frac{2}{7} ; \frac{1}{7}$
If the denominators are not the same, you have to change each fraction to the equivalent fraction:
$\frac{3}{6} ; \frac{4}{12} ; \frac{2}{3} \quad$ All three of these fractions' denominator can change to 12 :
a) $\frac{3}{6} \times \frac{2}{2}=\frac{6}{12}$
b) $\frac{4}{12}$
c) $\frac{2}{3} \times \frac{4}{4}=\frac{8}{12}$


Smallest to largest (ascending): $\frac{4}{12} ; \frac{6}{12} ; \frac{8}{12}=\frac{4}{12} ; \frac{3}{6} ; \frac{2}{3}$
Largest to smallest (descending) $\frac{8}{12} ; \frac{6}{12} ; \frac{4}{12}=\frac{2}{3} ; \frac{3}{6} ; \frac{4}{12}$

## 5. Equivalent fractions

Equivalent fractions are worth the same. When you simplify a fraction, the new fraction is equivalent to the original fraction.
a) $\frac{1}{2}=\frac{2}{4}=\frac{8}{16}$
b) $\frac{1}{10}=\frac{2}{20}=\frac{3}{30}$

To get an equivalent fraction, you must multiply the original fraction's numerator and denominator with the same number.

## 6. Adding fractions


A) ADD FRACTIONS WITH THE SAME DENOMINATOR

Fractions with the same denominators can be added together.
REMEMBER: We only count the numerator of the fractions, never the denominators!
a) $\frac{1}{5}+\frac{2}{5}=\frac{3}{5}$
b) $\frac{2}{8}+\frac{5}{8}=\frac{7}{8}$
B) ADD FRACTIONS WITH DIFFERENT DENOMINATOR

Find the fraction's equivalent fraction:

$$
\text { c) } \begin{aligned}
& \frac{2}{3}+\frac{2}{6}=- \\
& =\left(\frac{2}{3} \times \frac{2}{2}\right)+\frac{2}{6} \\
& =\frac{4}{6}+\frac{2}{6} \\
& =\frac{6}{6} \text { or } 1
\end{aligned}
$$


C) ADDITION OF MIXED NUMBERS:
d) $1 \frac{1}{4}+3 \frac{2}{4}=-$
$=4+\left(\frac{1}{4}+\frac{2}{4}\right)$
$=4 \frac{3}{4}$

e) $1 \frac{1}{4}+3 \frac{2}{4}=-$
$1 \frac{1}{4}(|\times 4+|=5)=\frac{5}{4}$
$3 \frac{2}{4}(3 \times 4+2=14)=\frac{14}{4}$
$=\frac{5}{4}+\frac{14}{4}$

$=\frac{19}{4}(19 \div 4=4$ remaining $3: 4$ is the integer and remainder is the numerator)
$=4 \frac{3}{4}$

## 7. Subtracting fractions

A) SUBTRUCT FRACTIONS WITH THE SAME DENOMINATORS:

Subtracting fractions work the same as add fractions. You can only deduct fractions with the same denominator.
a) $\frac{3}{5}-\frac{2}{5}=\frac{1}{5}$
b) $\frac{7}{10}-\frac{4}{10}=\frac{3}{10}$
B) SUBTRUCT FRACTIONS WITH DIFFERENT DENOMINATORS:

Find the fraction's equivalent fraction:
c) $\frac{8}{9}-\frac{1}{3}=-$

$$
=\frac{8}{9}-\left(\frac{1}{3} x \frac{3}{3}\right)
$$

$$
=\frac{8}{9}-\frac{3}{9}
$$

$$
=\frac{5}{9}
$$

C) SUBTRACTION OF MIXED NUMBERS:
d) $4 \frac{3}{4}-3 \frac{2}{4}=-$
$=\left\lvert\,\left(\frac{3}{4}-\frac{2}{4}\right)\right.$
$=\left\lvert\, \frac{1}{4}\right.$
e) BORROWING METHOD:
$7 \frac{2}{5}-3 \frac{4}{5}=-$ (2nd mixed number's nominator is more than the first mixed number's nominator)
$7-1=6$, now use the 1 and convert to a fraction
$1=\frac{5}{5}$
$=6\left(\frac{5}{5}+\frac{2}{5}\right)-3 \frac{4}{5}$
$=6 \frac{7}{5}-3 \frac{4}{5}=-$
$=3+\left(\frac{7}{5}-\frac{4}{5}\right)$
$=3 \frac{3}{5}$
f) CONVERSION TO IMPROPER FRACTION METHOD
$7 \frac{2}{5}-3 \frac{4}{5}=-$
$7 \frac{2}{5}(7 \times 5+2=37)=\frac{37}{5}$
$3 \frac{4}{5}(3 \times 5+4=19)=\frac{19}{5}$
$=\frac{37}{5}-\frac{19}{5}$
$=\frac{18}{5}$ ( $18 \div 5=3$ remainder $3: 3$ is the integer and the remainder are the
nominator)

$$
=3 \frac{3}{5}
$$

## 8. Calculate a fraction of an integer

Rule: Integer $\div$ denominator x nominator
a) $16 \frac{1}{4} \quad 16 \div 4 \mathrm{xI}=4$
b) $45 \frac{5}{15}$
$45 \div 15 \times 5=\underline{15}$
c) $\frac{4}{6}$ of 5250
$5250 \div 6 \times 4=\underline{3500}$

### 1.3 DECIMAL FRACTIONS

## I. Decimal numbers

Decimal numbers are used to represent numbers that are smaller than I unit. Decimals are written to the right of the units' place separated by a comma.

A decimal fraction is a sort of fraction that uses tenths, hundredths, thousandths, and so on. Decimal fractions have digits to the right of the decimal comma. The denominator must be $10,100,1000$ so that the decimal fraction can be written as a decimal number. When the fraction has a denominator of 10,100 or 1000 , look at the nominator.

## FIRST CHANGE THE FRACTION TO A DENOMINATOR OF IO, 100 OR I 000 WITH AN EQUIVALENT FRACTION.

A) I0: Ten has I zero, so the nominator must be placed after the comma.
For example: $\quad \begin{aligned} \frac{1}{2} \times \frac{5}{5} & =\frac{5}{10} \\ & =0,5\end{aligned}$
B) I00: Hundreds have two zeros. Look at the nominator. Each number of the nominator must take a place after the comma.
For example: $\frac{1}{4} \times \frac{25}{25}=\frac{25}{100}$

$$
=0,25
$$

If the nominator is greater than the denominator and there are not enough zeros for the numbers to place, we write the rest of the numbers before the comma as integers:
For example: $\quad \frac{5}{4} \times \frac{25}{25}=\frac{125}{100}$

If the nominator is less than the number of zeros in the dominator, we have to write a 0 before the number that serves as a placeholder.
For example: $\quad \frac{4}{100}=0,04$
C) I000: Thousand have three zero. Therefore, we look at the nominator. Each number of the nominator must take a place of 0 , after the comma.

For example: $\frac{5}{8} \times \frac{125}{125}=\frac{625}{1000}$

$$
=0.625
$$

## 2. Fractions as a percentage

A) Fraction to\%

Change the fraction to an equivalent fraction with a denominator of 100 . When the fraction has a denominator of 100, use the nominator as the percentage e.g.
a) $\frac{80}{100}=80 \%$
b) $\frac{74}{100}=74 \%$
c) $\frac{12}{100}=12 \%$

When the denominator is not 100 , you should change it. Here is a table that can help you with the processing:

| Denominator | Multiply | New <br> denominator |
| :---: | :---: | :---: |
| 2 | $\times 50$ | 100 |
| 4 | $\times 25$ | 100 |
| 5 | $\times 20$ | 100 |
| 8 | $\times 125 \div 10$ | 100 |
| 10 | $\times 10$ | 100 |
| 20 | $\times 5$ | 100 |
| 25 | $\times 4$ | 100 |
| 50 | $\times 2$ | 100 |


a) $\frac{1}{2} \times \frac{50}{50}=\frac{50}{100}$
$\frac{50}{100}=50 \%$
b) $\frac{3}{4} \times \frac{25}{25}=\frac{75}{100}$
$\frac{75}{100}=75 \%$
B) \% to a fraction:

A percentage is a fraction with a denominator of 100 :
a) $20 \%=\frac{20}{100} \div \frac{20}{20}=\frac{1}{5}$
b) $50 \%=\frac{50}{100} \div \frac{50}{50}=\frac{1}{2}$
c) $75 \%=\frac{75}{100} \div \frac{25}{25}=\frac{3}{4}$
C) Calculated a percentage of a whole number:
$\% \div 100 x$ integer
a) $25 \%$ of 20 :

$$
\begin{aligned}
& =\frac{25}{100} \times 20(100 \div 20=5 \\
& =5
\end{aligned}
$$

## 3. Write an improper fraction as a mixed number

We do the following calculation to write an improper fraction to a mixed number:
a) $\frac{7}{4} \quad 7 \div 4=1$ rest 3
$=1 \frac{3}{4}$
The answer is written as the whole number, the remainder as the numerator and the original denominator remains the denominator.
b) $\frac{81}{35}$
$72 \div 35=2$ remainder II
$=2 \frac{11}{35}$
The answer is written as the whole number, the remainder as the numerator and the original denominator remains the denominator.
4. Write a mixed number as an improper fraction

To convert a mixed number as an improper fraction, we must do the following calculations:
a) $1 \frac{2}{5}$

Integer $x$ denominator + nominator
| x $5+2=7$
$=\frac{7}{5}$
The answer is the nominator and the original denominator, remains the denominator.
5. Multiply decimal numbers with 10 or 100

When multiply by 10 or 100 , the comma moves to the right. The comma moves the amount of spaces of zeros. 10: comma move up one place to the right 100: comma move two places to the right
a) $0,5 \times 10=5$
b) $0,14 \times 10=1,4$
c) $0,08 \times 100=8$
d) $1,76 \times 10=17,6$

6. Addition and subtraction of decimals to at least two decimal places
Column method
a) $35,16+14,28=49,44$

|  | $\mathbf{T}$ | $\mathbf{O}$ | , | $\mathbf{t}$ | $\mathbf{h}$ |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  | 3 | 5 | , | 1 | 6 |
| + | 1 | 4 | , | 2 | 8 |
|  | 4 | 9 |  | 4 | 4 |


b) $147,8+112,57=260,37$

|  | $\mathbf{H}$ | T | O | , | t | $\mathbf{h}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\mathbf{I}$ | $\mathbf{1} 4$ | 1 | 7 | , | 8 |
| 0 |  |  |  |  |  |  |
| + | $\mathbf{I}$ | $\mathbf{1}$ | 2 | , | 5 | 7 |
|  | 2 | 6 | 0 |  | 3 | 7 |

c) $41,87-27,64=14,23$

|  | $\mathbf{T}$ | $\mathbf{O}$ | , | $\mathbf{t}$ | $\mathbf{h}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | ${ }^{3} 4$ | IIt | , | 8 | 7 |
| - | 2 | 7 | , | 6 | 4 |
|  | 1 | 4 | , | 2 | 3 |

d) $178-92,63=85,37$

|  | $\mathbf{H}$ | T | O | , | t | h |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | ${ }^{0} \mathbf{f}$ | ${ }^{17} 7$ | ${ }^{7} 8$ | , | ${ }^{9} 0$ | ${ }^{10} 0$ |
| + |  | 9 | 2 | , | 6 | 3 |
|  |  | 8 | 5 | , | 3 | 7 |

## 7. VAT

South Africa's value-added tax is calculated as $15 \%$.
To calculate tax:
The price of a bicycle before VAT is R570,00.
What will the price be after VAT?
R570 x $15 \div 100=R 85,50$
$R 570+R 85,50=R 655,50$


The total price of the bicycle is $\mathrm{R} 655,50$ after VAT.

## 8. Profit

Profit is what you make when you sell something for more than you paid for it. The profit is the difference between buying and selling prices.

The shoemaker wants to sell his shoes for a profit of $25 \%$.
The shoes cost R75. He wants to make a profit of $25 \%$. For what price should he sell the shoes?
$\mathrm{R} 75 \times 25 \div 100=\mathrm{R} 18,75$
R75,00 + R18,75 = R93,75

- Percentage of profit: $25 \%$
- Profit:

R18,75

- Selling price:

R93,75


## 9. Loss

A shopkeeper makes a loss when the selling price is less than the buying price.

The shoemaker wants to sell his shoes at a loss of $15 \%$.
The shoes cost R75. He suffered a loss of $15 \%$. For what price should he sell the shoes?
R75 x $15 \div 100=$ RII, 25
R75,00 - RII,25 = R63,75

- Percentage of loss: $15 \%$
- Loss:

RII,25

- Selling price:

R63,75

## 10. Discounts

A discount is a reduction in the cost of something. You often get a discount for paying early or paying in large quantities.

The shoemaker wants to sell his shoes at a $10 \%$ discount.
A pair of shoes cost R75. He has a special offer of $10 \%$ discount. For what price should he sell the shoes?
$\mathrm{R} 75 \times 10 \div 100=\mathrm{R} 7,50$
R75-R7,50 = R67,50

- Percentage discount: $10 \%$
- Discounts:

R7,50

- Selling price:

R67,50

$$
\begin{aligned}
& \text { Patterns, } \\
& \text { features } \\
& \text { \& algebra }
\end{aligned}
$$

### 2.1 NUMERICAL PATTERNS

## I. Numerical patterns

Patterns consisting of numbers or numbers.
a) Intervals:
$15 ; 25 ; 35 ; 45 ; 55 . \quad$ (We add 10 to number: interval $=10$ )
b) Consecutive:

14;15;16;17;18. (Numbers following each other.)
c) Prior numbers:

15; 16; $\underline{17} ; \underline{18} ; 19 . \quad$ (Numbers just coming before a number.)

## 2. Table Patterns

Determine the following pattern: I use the input number +3

| 2 | 4 | 6 | 8 | 10 | 12 | 14 | 16 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 5 | 7 | 9 | $1 /$ | 13 | 15 | 17 | 19 |

## 3. Flow charts

a) Input-rule output

| 3 |  |  |
| :--- | :--- | :--- |
| 7 |  | 6 |
| $\times 2$ |  |  |
| 10 |  |  |

b) Input - rule -?


$$
\begin{aligned}
& 1+2 \times 4=12 \\
& 2+2 \times 4=16 \\
& 3+2 \times 4=20 \\
& 4+2 \times 4=24
\end{aligned}
$$

c)

| $?$ <br> $?$ <br> $?$ <br> $?$ <br> $?$ |
| :--- |
| $?$ |
| $?$ |
| $?$ |
| $?$ |

$$
\begin{aligned}
& 8 \div 2-3=1 \\
& 12 \div 2-3=3 \\
& 16 \div 2-3=5
\end{aligned}
$$

### 2.2 GEOMETRIC PATTERNS

4. Geometric patterns

Geometric patterns are formed by shapes or patterns that follow a rule
a)


b)
 $; \bigvee$
5. Multiply Patterns

Determine the following pattern: I used the input number $\times 4$

| 1 | 2 | 4 | 6 | 8 | 10 | 12 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 4 | 8 | 16 | 24 | 32 | 40 | 48 |

6. Flow charts

Input -? - output

| 1 |  | 5 |
| :---: | :---: | :---: |
| 2 | ? | 10 |
| 3 |  | 15 |
| 5 |  |  |

$$
\begin{aligned}
& 5 \div 1=5 \\
& 10 \div 2=5 \\
& 15 \div 3=5 \\
& 25 \div 5=5
\end{aligned}
$$



### 3.1 2-D SHAPES

## 2-D shapes:

Two-dimensional shapes are flat shapes and they have length and width but no thickness.

The 2-D shape has three characteristics: A vertex, a side and an angle


Vertex: where two sides of a polygon meets.
Side: the line segments are the sides of a polygon. It can be straight or curved.

Angle: The angle in a rectangle and a square is $90^{\circ}$. It is the angle inside a certain shape.

## I. Properties of 2-D shapes

| Shape | Sketch | Characteristics |
| :---: | :---: | :---: |
| Square |  | - All four sides are equal <br> - All four corners are equal <br> - All angles are $90^{\circ}$ <br> - Opposite sides are parallel |
| Rectangle |  | - Two pairs of opposite sides are equal <br> - All four corners are equal <br> - All angles are $90^{\circ}$ |
| Circle |  | - Curved line <br> - No straight sides <br> - No corners |
| Triangle |  | - Three sides |
| Equilateral triangle |  | - Three sides are equal <br> - All three angles are $60^{\circ}$ <br> - All three angles are equal |
| Isosceles triangle | $A$ | - Two sides (legs) are the same length <br> - Two angles are equal |
| Scalene triangle |  | - No sides are equal <br> - $90^{\circ}$ right angle |
| Kite |  | - Two equal adjacent sides |
| Trapezium |  | - A pair of parallel opposite sides |
| Parallelogram |  | - Two pairs of equal opposite sides <br> - Two pairs of parallel opposite sides |
| Rhombus |  | - Four sides of equal sides <br> - Two opposite sides are parallel <br> - Two pairs of opposite angles are equal |

## POLYGONS

| Sketch | Name | Meaning | Number of sides and angles |
| :---: | :---: | :---: | :---: |
|  | Triangle | Three $=3$ | 3 angles and 3 sides |
|  | Square / rectangle | Four $=4$ | 4 corners and 4 sides |
|  | Pentagon | $\text { Penta }=5$ | 5 corners and sides 5 |
|  | Hexagon | Неха $=6$ | 6 angles and 6 sides |
|  | Heptagons | Hepta $=7$ | 7 corners and sides 7 |
|  | Octagon | Octa $=8$ | 8 corners and 8 sides |
|  | Decagon | Deca $=10$ | 10 corners and 10 sides |

## 2. Types of angles

| Name of angle | Sketch | Explanation <br> between $0^{\circ}$ and $90^{\circ}$. |
| :--- | :--- | :--- |
| Acute angle |  | The angle is $90^{\circ}$. |
| Right angle |  | Obtuse angle measures <br> between $90^{\circ}$ and $180^{\circ}$. |
| Obtuse angle |  | A strait angle is half a turn <br> and measures $180^{\circ}$. |
| Reflex angle angle |  | A reflex angle measures <br> between $180^{\circ}$ and $360^{\circ}$. |
| Revolution |  | A total revolution of $360^{\circ}$ <br> around a certain point. The <br> angle is $360^{\circ}$. |



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## 3. Regular and irregular polygons

- A regular polygon sides are all the same length and the corners are all equal. The more sides a regular polygon has, the greater the shape's angles.

- An irregular polygon's sides are all different lengths and angles are different sizes.



## 4. Congruent shapes

Congruent shapes are shapes that look exactly the same and is the same size.

5. Similar shapes

Similar forms are forms that are similar but not the same size.


## 6. Name a circle



## 7. Types of lines

| Type of lines | Characteristic | Sketch |
| :---: | :---: | :---: |
| Line segment/ segment | Part of a line with two endpoints |  |
| Line | A set of points that forms a straight path and extends indefinitely in opposite directions |  |
| Half line (ray) | Part of a line that starts at an endpoint and extends Indefinitely in one direction | $\longrightarrow$ |
| Horizontal line | It is a line that runs horizontally from left to right or right to left. | $\rightarrow$ |
| Vertical line | It is a line that stretches vertically from top to bottom or from bottom to top. | $\uparrow$ |
| Parallel lines | These are lines continue down the same distance apart. |  |
| Perpendicular lines | Two straight lines that meet at a $90^{\circ}$ point. |  |

### 3.2 3-D SHAPES

## 3-D shapes:

Three dimensional shapes are solid shapes. The shapes have length, width and height.

3-D shapes have three characteristics:

- A face,
- An edge
- A vertex


FACE: A face is the side of a solid shape. It usually means a flat face. The base of a shape is also a face.

EDGE: The edge of a shape is where two faces meet. An edge can be straight or curved.

VERTEX: A vertex is a point at which two or more lines meet in an object or a shape.


## I. Properties of 3-D shapes



## 2. 3-D shapes' nets

I. Cube

2. Rectangular prism

3. Triangular prism

4. Cylinder

5. Cone

6. Pyramid


### 3.3 SYMMETRY

## I. Line symmetry

A line of symmetry divides a shape in half. One half is the reflection of the other half. The line of symmetry is the same as a mirror line. Some shapes have no lines of symmetry, others have one ore even more than one. Symmetry lines are always represented by dotted lines.




Symmetry:
This is how many lines of symmetry a particular shape has, which is proportional.
a) A square has four lines of symmetry
b) A rectangle has two lines of symmetry
c) An equilateral triangle has 3 lines of symmetry
d) An isosceles triangle has one line of symmetry
e) A circle has infinitely many lines of symmetry

## 2. Rotational symmetry

Rotational symmetry is when it will fit in more than one way. If a shape is being rotated and it looks exactly the same before the turn is complete, it has a rotational symmetry.


### 3.4 TRANSFORMATIONS

## I. Translation

If you translate a shape you slide it into a different position. It can move in a vertical, horizontal or diagonal line, but no rotation or change is applied in size.

2. Rotation

Rotation is a rotational movement of an object or shape around a point.

|  |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |

3. Reflection

Reflection is a transformation where one image is a mirror image of the other shape or object.


## 4. Reduction

Reduction means to reduce a shape's size in a certain ratio to change the shape or direction thereof.

| Original | Reduction |
| :--- | :--- |

5. Enlargement

Enlargement means to enlarge a shape or object to a certain ratio.

| Original | Enlargement |
| :--- | :--- |
|  |  |

### 3.5 VIEWS OF OBJECTS

When we look at views of objects, there are three views, namely:

- Top view
- Side View
- Front view

Top view


It is drawn like how we see the object.


### 3.6 POSITION AND REPLACEMENT

Determine the location of an object on a grid of a map. A grid consists of rows and columns.

Rows - from left to right
Columns - from top to bottom

## Column

|  | $A$ | $B$ | $C$ | $D$ | $E$ | $F$ | $G$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| I |  |  |  |  | a |  |  |
| 2 |  | $C$ |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 | C |  |  | C |  |  |  |
| 5 |  | $\ddots$ |  |  |  |  | $C$ |
| 6 |  |  |  |  |  |  |  |

Where are the keys on the map?
a) Heart (B; 2) and (G;5)
b) Plus: $(A ; 4)$
c) Smiley (B; 5)
d) Lightning: (E; I)
e) Arrow (D; 4)

We always write the columns' values first and the row's value second.

## Row

## Coordinates:

|  | $A$ | $B$ | $C$ | $D$ | $E$ | $F$ | $G$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 1 |  |  | $X^{\top}$ | $\mathbf{X}$ |  |  |  |
| 2 |  | $X$ |  | $\mathbf{X}$ |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  | $\mathbf{X}$ |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |

## STARTING POINT: B5

The ant walks 3 places up, 2 places to the right, one place up and one place to the left. Where is the ant now?

> Up - minus Down - plus Left - minus Right - plus

B5-3 places up= B2
B2 +2 places right = D2
D2 - I places up = D
DI - I place to right $=\mathrm{Cl}$
END POINT: CI


### 4.1 LENGTH

Length: This determines how long an object is or how far two distances apart from each other.

| NAME | ABBREVIATION | MEASURING |
| :---: | :---: | :---: |
| millimetre | mm | To measure very short items |
| centimetres | cm | To measure short objects |
| meter | m | To measure shorter items |
| kilometre | km | To measure long distances |

$1 \mathrm{~cm}=10 \mathrm{~mm}$
$10 \mathrm{~cm}=100 \mathrm{~mm}$
$1 \mathrm{~m}=100 \mathrm{~cm}=1000 \mathrm{~mm}$
$1 \mathrm{~m}=1000 \mathrm{~mm}$
$1 \mathrm{~km}=1000 \mathrm{~m}$


Fraction units:
$\begin{array}{ll}\frac{1}{2}=500 & \frac{1}{2} \mathrm{~km}=500 \mathrm{~m} \\ \frac{1}{4}=250 & \frac{1}{4} \mathrm{~km}=250 \mathrm{~m} \\ \frac{3}{4}=750 & \frac{3}{4} \mathrm{~km}=750 \mathrm{~m} \\ \frac{1}{8}=125 & \frac{1}{8} \mathrm{~km}=125 \mathrm{~m}\end{array}$

CONVERSION OF UNITS:

|  | King | Henry | Died | By | Drinking | Chocolate | Milk |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | Kilo | Hecto | Deca | Unit | Desi | Centi | Milli |
| m | km | hm | dm | m | dm | cm | mm |

Each block represents 10 units. From one block to another unit, you just count the number of blocks and multiply or divide the amount with 10 e.g.:

- From km to m: 3 blocks so it (xI0xI0xI0) equals to 1000 .
- m to cm : 2 blocks so it (xI0xIO) equals to 100 .
- From cm to mm I block so it (xIO) equals to 10 .
- From km to mm 6 blocks so it (xI0xI0xIOxI0xIOxIO) equals to I 000000.
- From km to cm 5 blocks so it (xI0xI0xI0xI0xI0) equals to 100000
- m to mm is 3 blocks so it ( xIOxIOxIO ) equals to I 000 .
- Ruler: To measure short distances shorter than 15 cm or 30 cm .

- Metre stick: To measure any distance up to one metre.

```
#% max
```



- Tape measure: To measure longer distances with a tape measure.

- Click wheel: To measure a certain distance with a click wheel.

The wheel clicks for every metre.


- Odometer: The instrument used in cars to determine distance in kilometres.



## Addition and subtraction of lengths:

a) $13,52 \mathrm{~m}+16,14 \mathrm{~m}=29,66 \mathrm{~m}$

|  | T | O | , | $\mathbf{t}$ | $\mathbf{h}$ |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  | 1 | 3 | , | 5 | 2 |
| + | 1 | 6 | , | 1 | 4 |
|  | 2 | 9 |  | 6 | 6 |


b) $175,52 \mathrm{~km}+122,58 \mathrm{~km}=298,1 \mathrm{~km}$

|  | $\mathbf{H}$ | $\mathbf{T}$ | $\mathbf{O}$ | , | t | $\mathbf{h}$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | $\mathbf{1}$ | 7 | 15 | , | 15 | 2 |
| + | $\mathbf{I}$ | 2 | 2 | , | 5 | 8 |
|  | 2 | 9 | 8 |  | 1 | 0 |

c) $45,86 \mathrm{~cm}-24,46 \mathrm{~cm}=21,4 \mathrm{~cm}$

|  | $\mathbf{T}$ | $\mathbf{O}$ | , | $\mathbf{t}$ | $\mathbf{h}$ |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  | 4 | 5 | , | 8 | 6 |
| - | 2 | 4 | , | 4 | 6 |
|  | 2 | 1 |  | 4 | 0 |

d) $854,41 \mathrm{~mm}-357,95 \mathrm{~mm}=496,46 \mathrm{~mm}$

|  | $\mathbf{H}$ | $\mathbf{T}$ | $\mathbf{O}$ | , | t | h |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | 78 | ${ }^{14} 5$ | ${ }^{13}$ 4 | , | ${ }^{13} 4$ | 1 |
| - | 3 | 5 | 7 | , | 9 | 5 |
|  | 4 | 9 | 6 |  | 4 | 6 |

Multiplication and division of lengths:
a) $26,4 \mathrm{~m} \times 6 \mathrm{~m}=158,88$

|  | $\mathbf{H}$ | $\mathbf{T}$ | $\mathbf{O}$ | , | $\mathbf{t}$ | $\mathbf{h}$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  | ${ }^{3} 2$ | ${ }^{2} 6$ | , | ${ }^{4} 4$ | 8 |
| + |  |  |  |  |  | 6 |
|  | $\mathbf{I}$ | 5 | 8 |  | 8 | 8 |

b) $165,25 \mathrm{~mm} \div 5=33,05 \mathrm{~mm}$

|  |  | 3 | 3 | , | 0 | 5 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 5 | 1 | 6 | 1 | 5 | , | 2 |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

### 4.2 MASS

MASS: It is determined how much they weigh an object.

| NAME | ABBREVIATION | MEASURING |
| :---: | :---: | :---: |
| milligram | mg | To weigh very light objects |
| gram | g | To measure light objects |
| kilogram | kg | To weigh lighter objects |
| ton | $\dagger$ | To weigh very heavy objects |

$1 \mathrm{~kg}=1000 \mathrm{~g}$
$1 \mathrm{~g}=1000 \mathrm{mg}$
Fraction units:

| $\frac{1}{2}=500$ | $\frac{1}{2} \mathrm{~kg}=500 \mathrm{~g}$ |
| :--- | :--- |
| $\frac{1}{4}=250$ | $\frac{1}{4} \mathrm{~kg}=250 \mathrm{~g}$ |
| $\frac{3}{4}=750$ | $\frac{3}{4} \mathrm{~kg}=750 \mathrm{~g}$ |
| $\frac{1}{8}=125$ | $\frac{1}{8} \mathrm{~kg}=125 \mathrm{~g}$ |

CONVERSION OF UNITS:

|  | King | Henry | Died | By | Drinking | Chocolate | Milk |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | Kilo | Hecto | Deca | Unit | Desi | Centi | Milli |
| $g$ | kg | hm | dm | g | dm | cg | mg |

Each block represents 10 units. From one block to another unit, you just count the number of blocks and multiply or divide the amount with 10 e.g.:

- From kg to g: 3 blocks so it (xI0xI0xi0) equals to 1000.
- From g to mg: 3 blocks so it (xI0xI0xIO) equals to 1000
- From kg to mg 6 blocks so it (xI0xI0xI0xI0xI0xI0) equals to I 000000.
- Bathroom scale: To weigh a person's weight.

- Kitchen scale: To weigh any items in the kitchen.

- Balance: A balance is an instrument for weighing or comparing masses or weight.



### 4.3 CAPACITY AN VOLUME

## Capacity:

Capacity is how much something CAN hold. It is usually measured in litres and millilitres.

## Volume:

Volume is the amount of space taken by the liquid.

| NAME | ABBREVIATIONS | MEASURING |
| :---: | :---: | :---: |
| millilitre | ml | To measure very light objects |
| litre | $\boldsymbol{\ell}$ | To measure light objects |
| kilolitre | kl | To measure lighter objects |

$$
\begin{aligned}
& I \text { cup }=250 \mathrm{ml} \\
& \frac{1}{2} \text { cup }=125 \mathrm{ml} \\
& \frac{1}{4} \text { cup }=62,5 \mathrm{ml} \\
& \text { I teaspoon }=5 \mathrm{ml} \\
& \frac{1}{2} \text { t easpoon }=2,5 \mathrm{ml} \\
& \frac{1}{4} \text { t easpoon }=1,5 \mathrm{ml} \\
& 1 \text { table spoon }=15 \mathrm{ml} \\
& 1 \mathrm{kl}=1000 \ell \\
& \mid \ell=1000 \mathrm{ml}
\end{aligned}
$$

CONVERSION OF UNITS:

|  | King | Henry | Died | By | Drinking | Chocolate | Milk |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | Kilo | Hecto | Deca | Unit | Desi | Centi | Milli |
| $\boldsymbol{\ell}$ | kl | hm | dm | I | dm | cg | ml |

Each block represents 10 units. From one block to another unit, you just count the number of blocks and multiply or divide the amount with 10 e.g.:

- From kl to l: 3 blocks so it (x|0x10x10) equals to I 000.
- From I to ml: 3 blocks so it ( $\times 10 \times 10 \times 10$ ) equals to 1000
- From kl to ml 6 blocks so it (x|0x10x|0x10x|0xi0) equals to 1000000.
- Measuring spoons: For measurements smaller than 50ml.

- Measuring cup: For measurements up to 250 ml .

- Measuring cup: To measure the content of litres.



### 4.4 TIME

Time: It is measured in units as seconds, minutes, hours, days, weeks, months and years. Clocks and watches are used to tell time and calendar to show us the date.

| I year $=365$ days |
| :---: |
| leap year $=366$ days |
| I year $=52$ weeks |
| I year $=12$ months |
| I year $=4$ seasons |
| I year $=4$ year |
| I quarter $=3$ months |
| I week $=7$ days |
| 10 year $=1$ decade |
| 100 year $=1$ century |
| 1000 year $=1$ millennium |

Days of the week:

| Monday | Maandag |
| :---: | :---: |
| Tuesday | Dinsdag |
| Wednesday | Woensdag |
| Thursday | Donderdag |
| Friday | Vrydag |
| Saturday | Saterdag |
| Sunday | Sondag |

Months of the year

| 1 | January | Januarie |
| :---: | :---: | :---: |
| 2 | February | Februarie |
| 3 | March | Maart |
| 4 | April | April |
| 5 | May | Mei |
| 6 | June | Junie |
| 7 | July | Julie |
| 8 | August | Augustus |
| 9 | September | September |
| 10 | October | Oktober |
| 11 | November | November |
| 12 | December | Desember |



## The total days of each month:

We use our knuckles to determine the days of each month. The knuckles are the months with 31 days. The spaces between the knuckles are the months with 30 days except February.
Months with 3I days: January, March, May, July, August, October and December.
Months with 30 days: April, June, September, November.
February is the only month with 28 days in a normal year and 29 days in a leap year.


ANALOUGUE TIME:

| Time | Morning (am.) | Evening (pm.) |
| :---: | :---: | :---: |
| Eight o'clock | 8.00 am. | 8.00 pm. |
| Two o'clock | 2.00 am. | 2.00 pm. |
| Hal past 10 | 11.30 am. | 11.30 pm. |
| Quarter to 11 | 10.45 am. | 10.45 pm. |
| Quarter past 3 | 3.15 am. | 3.15 pm. |
| 20 min. after 3 | 3.20 am. | 3.20 pm. |
| I min. past twelve | 0.01 am. | 12.01 pm. |

## ANALOOG HORLOSIE EN TYD:



DIGITAL TIME:

$$
14: 20: 16
$$

Hour : minutes: seconds

Addition and subtraction of time:
a) 14 hours, $8 \mathrm{~min}+27$ hours, $16 \mathrm{~min}=41$ hours and 24 minutes

14 hours, 8 min
+27 hours, 16 min
41 hours, 24 min
b) 7 days, 44 hours +9 days, 21 hours $=17$ days and 41 hours

7 days, 44 hours
+9 days, 21 hours
16 days, 65 hours
65 hours -24 hours $=41$ hours
16 days +1 day $=17$ days
17 days and 41 hours
c) 14 hours, $8 \mathrm{~min}+27$ hours, $16 \mathrm{~min}=41$ hours and 24 minutes

14 hours, 8 min
+27 hours, 16 min
41 hours, 24 min
d) 7 days, 44 hours +9 days, 21 hours $=4$ days, 8 hours and 24 minutes

12 days, 44 hours, 38 minutes

- 8 days, 36 hours, 14 minutes

4 days, 8 hours, 24 minutes
e) 28 days, 7 hours -22 days, 12 hours $=5$ days and 19 hours

2728 days, 317 hours (24hours + 7hours= 31 hours)

- 22 days, 12 hours 5 days, 19 hours


## Multiply and division of time:

a) 12 hours and 10 min . $x 5=2$ days, 12 hours and 50 minutes

12 hours, 10 min
$\underline{X}$
60 hours, 50 min
24 hours in ' $n$ day - convert 60 hours to days
$60 \div 24=2$ days and 12 hours
2 days, 12 hours and 50 minutes
b) 6 days and 3 hours $\times 8=$ $\qquad$
6 days, 2 hours
$\underline{\times 8}$
48 days, 16 hours

48 days:
30 days: I month, 18 days 16 hours
31 days: I month, 17 days and 16 hours
c) 15 hours and 35 minutes $\div 5=3$ hours and 7 minutes
3
5
15
d) 82 years and 10 months $\div 2=41$ years and 5 months

$$
\begin{array}{r}
41 \text { years } 5 \\
2 \longdiv { 8 2 } \text { years } 10 \text { months } \\
\hline
\end{array}
$$

## The duration of time:

| Begin | Duration of time | End |
| :--- | :--- | :--- |
| $02: 00$ | 6 hours | $08: 00$ |
| $10: 00$ | 3 hours | $13: 00$ |
| $14: 15$ | 8 hours | $22: 15$ |
| $08: 30$ | 30 minutes | $09: 00$ |
| $10: 45$ | 5 hours, 15 <br> minutes | $16: 00$ |



Know when to add or subtract:

-     + and $+=$ minus
-     - and - = minus
-     + and - = plus

Move to right: ADD
Move to left: SUBTRACT

What is the time difference?
a) +6 and +4 ( + and + indicates subtraction)
$6-4=2$
There is a 2-hour difference.
b) -7 and -I2 (- and - indicates subtraction)
$12-7=5$
There is a 5 hours difference.
c) -2 and +10 (+ and - indicates addition)
$10+2=12$
There is a 12 hours difference.

## Problem solving with time:

a) If it is 10:00 in Johannesburg, what will the time be in New York?

Johannesburg: +2
New York: -4
+2 and -4 :
$2+4=6$ hours difference.
I move to the left: Subtract time
10:00-6 hours = 04:00
It is 04:00 in the morning in New York.
b) If it is 22:30 in Australia, what will the time be in Italy?

Australia: +10
Italy: +2
+10 and +2 :
$10-2=8$ hours difference
I move to the left: Subtract time
$22: 30-8$ hours $=15: 30$
It is $15: 30$ in the afternoon in Italy.
c) If it is $16: 45$ in Brazil, what will the time be in Durban?

Brazil: -2
Durban: +2
+2 and -2 :
$2+2=4$ hours difference
I move to the right: Add time
$16: 45+4$ hours $=20: 45$
It is $20: 45$ in the evening in Durban.
d) If it is I2:00 in Japan, what will the time be in New Zealand?

Japan: +q
New Zealand: +12
+9 and +12 :
$12-9=3$ hours difference
I move to the right: Add time
12:00 + 3 hours $=15: 00$
It is 15:00 in the afternoon in New Zealand.

### 4.5 TEMPERATURE

## Temperature:

We use a thermometer to measure temperature in degrees Celsius. Some of the other countries use Fahrenheit to measure temperature.

## Degrees Celsius: $\quad{ }^{\circ} \mathrm{C}$ <br> Degrees Fahrenheit: ${ }^{\circ} \mathrm{F}$

You need to know that hot or cold things are when described in degrees Celsius.

- The freezing point of pure water is $0^{\circ} \mathrm{C}$
- The boiling point of pure water is $100^{\circ} \mathrm{C}$
- The average normal human body temperature is $37^{\circ} \mathrm{C}$


## Maximum and minimum temperature:

When we look at a weather report, we always see

two types of temperatures. Mostly the temperatures on the left will be the minimum and the temperatures on the right will be the maximum.

Cape Town:
Minimum: $10^{\circ} \mathrm{C}$
Maximum $16^{\circ} \mathrm{C}$


### 4.6 PERIMETER, AREA AND VOLUME

## I. Perimeter:

The perimeter is the distance all the way around a certain shape. It is measured in different types of length: mm, cm, m and km.

$$
\begin{aligned}
\text { Perimeter } & =\text { lengt } h+\text { widt } h+\text { lengt } h+\text { width } \\
& =(2 x \text { length })+(2 x \text { width })
\end{aligned}
$$

## 2. Area:

The area of a shape is how much surface the shape has. Area is measured in square units such as square centimetre ( $\mathrm{cm}^{2}$ ), square metre ( $\mathrm{m}^{2}$ ) and square kilometre ( $\mathrm{km}^{2}$ ).

Area $=$ length $x$ width
Length


Width

| SHAPE | DRAWING | PERIMETER FORMULA | AREA FORMULA |
| :--- | :--- | :--- | :--- |
| Square |  | Perimeter $=$ side + side + <br> side + side <br> Perimeter $=4 \times$ side | Area $=$ side $\times$ side <br> $=I \times w$ |
| Rectangle |  | Perimeter $=(2 \times 1)+(2 \times w)$ <br> Perimeter $=2 \times(1+w)$ | Area $=1 \times w$ |
| Triangle |  | Perimeter $=$ side + side + side |  |

AREA

## 3. Volume:

Volume is the amount of space taken up by any solid shape.
When measuring volume, cubic units are used: $\mathrm{mm}^{3}, \mathrm{~cm}^{3}, \mathrm{~m}^{3}$ and $\mathrm{km}^{3}$.

## Volume $=$ length $x$ width $x$ height



| SHAPE | DRAWING | VOLUME FORMULA |
| :--- | :--- | :--- |
| Cube |  |  |

## 4. Total surface area:

The total surface area of a solid shape is the sum of the areas of all of the faces or surfaces. It includes the top and bottom, left and right and front and behind side of the solid.

| SHAPE | DRAWING | TOTAL SURFACE AREA FORMULA |
| :--- | :--- | :--- |
| Cube |  |  |



### 5.1 COLLECTING AND ORGANISING DATA

I. Collecting data by investigating a problem.
2. You can use a simple questionnaire (yes/no type response) to collect some data.
3. To organise the data, you can order it from the smallest group to the largest group.
4. Some types of questionnaires:

- You can make use of tables
- Yes or no responses
- Tally marks
- True or false questions


### 5.2 REPRESENTING DATA

Data can be presented in any of the following graphs:

## Bar graphs:

- A bar graph is a graph that uses bars to show the information.
- The bars are all the same thickness and it can be horizontal or vertical.
- There are spaces between the bars.
- There should be a heading on top of the graph.
- At the left-hand side is the number intervals.
- At the bottom is the different aspects or information.

Birthday of Students by Month


Month

## Double bar graphs：

－A double bar graph is the same as a bar graph but has no spaces between the bars．

Grade Distribution


## Pictogram：

－In a pictogram pictures are used to stand for the quantities．
－A picture can be for one thing or for a number of things．
－Pictograms can also be called pictographs or picture graphs．
－There should be a key with a picture with your pictogram to indicate for how many quantities one picture is equal to．

## PICTOGRAM：

| Rugby |  |
| :---: | :---: |
| Netball |  |
| Tennis | 大人大 |
| Hockey | 人 $\lambda$ |
| Soccer | 人介介A入 |

$$
\hat{\lambda}=20
$$

## Line graphs:

- A line graph is where two categories are being presented.
- A line graph is shown by the quantities through a line.



## Pie charts:

- A pie chart's information is shown as a circle.
- The different-sized slices stand for the different quantities.



## Frequency:

- A frequency is how often something happens.
- Tally marks are often used to show the frequency in a frequency chart or diagram.
- A tally is a mark which shows how often something happens.
- Tally marks are grouped by 5 lines, four vertical lines and one horizontal line which go through all the other tally marks. HH

| Information | Tally | Frequency |
| :--- | :--- | :--- |
| Apples | II | 2 |
| Bananas | HH | 5 |
| Grapes | HH II | 7 |

### 5.3 ANALYSING, INTERPRETING AND REPORTING DATA

The interpretation of information that is being presented can be analysed. We use mode, mean, median, average and range to report the data that was being used.

## MODE AND MEDIAN

MODE: The mode is the quantity or number that occurs the most. MEDIAN: The median is the quantity that has the middle value when the quantities are written in order.

Mark out of 10 :
Write in order:
MODE: 4
MEDIAN: 6

Mark out of 20 :
Write in order:
$15 ; 14 ; 12 ; 20 ; 12 ; 11 ; 18 ; 7$. 7; II; 12; 12; 14; 15; 18; 20

MODE: I2
MEDIAN: $(12+14) \div 2=13$

### 5.4 PROBABILITY

## Probability:

Probability is a measure of the likelihood of an event.
The probability of an event is any number from 0 tol.

## Certain:

A probability of I means an event is certain to occur.

## Impossible:

A probability of 0 means an event is impossible.
I. ROLL A DIE OR DICE:

The probability of getting a possible number is a chance out of 6 if you have one die and I2 if you have two dice.


## 2. TOSS A COIN

The probability of getting heads is 1 in 2.


## 3. SPINNER:

Each number on the spinner is one possible outcome, or result of spinning the spinner. The sample space or the set of all possible outcomes are $\{1,3,5,7,9, I I, 13,15\}$.


