

Fractions and whole numbers — rules

Operation	Rule	Example
Whole → fraction	Put over 1	$5 = 5/1$
Mixed → improper	$(\text{whole} \times \text{den} + \text{num}) / \text{den}$	$2 \frac{3}{4} = 11/4$
Multiply	Top $\times$ top, bottom $\times$ bottom	$5 \times 2/3 = 10/3$
Divide	Multiply by the reciprocal	$6 \div 3/4 = 6 \times 4/3 = 8$
Add/subtract	Common denominator first	$5 - 3/8 = 40/8 - 3/8 = 37/8$
Simplify	Divide by the GCF	$12/16 = 3/4$

Notes