WHAT'S MY OPERATION?

POSITIVE/NEGATIVE NUMBERS

Make mixed fractions improper. Move variables so they are part of the numerator.

Determine LCD

Use LCD for denominator, & adjust each numerator.

Add/Subtract

Reduce answer to lowest terms

Multiply/Divide

Check signs.
Same - positive
Different - negative.

What's my operation?

Complete the operation.

FRACTIONS

Make mixed fractions improper. Move variables so they are part of numerator.

Flip the second fraction and change the operation to multiplication.

Cross-cancel or prime factor and reduce.

Multiply across both numerators and denominators.

Multiply/Divide

What's my operation?

Divide

Multiply

Determine LCD

Use LCD as a single denominator, & add/subtract numerator

Reduce answer to lowest terms

Add/Subtract

DECIMALS

List numbers with decimals lined up. Add zeros, if needed, so each has same place value. Then add or subtract as directed.

Multiply. Count the number of digits to the right of the decimal in each multiplicand. In the answer, move from right to left the total number of spaces as counted and place the decimal there.

Shift dividend's and divisor's decimal the same number of spaces to the right, so divisor has no digits to the right of the decimal. Then divide.

Multiply

What's my operation?

Add/Subtract

Divide