## Contents

1. Addition and Subtraction 1
Places of digits
Commutative
Split and regroup
2. Addition and subtraction II 12

Even and odd numbers
Adding and subtraction two even numbers
Adding and subtraction two odd numbers
Adding and subtraction an even with an odd number
Adding numbers in group of 5
3. Multiplication

Commutative Law
Factorisation
Multiplication in tens

| 4. | Division | 36 |
| :---: | :---: | :---: |
|  | Dividend, Divisor, Quotient |  |
|  | Grouping in division |  |
|  | Splitting of division |  |
|  | Carry over division |  |
|  | Division with remainder |  |

5. Arithmetic

53
Four operators
Order of operators
Evaluating sums with brackets
6. Time Recognition ..... 67Hands of Analogue ClockInterval of Analogue ClockDigital Clock
7. Calculating Time ..... 81
Before stated time
After stated time
Calculate duration of time
8. Reading Calendars ..... 92
Days
Weeks
Months
Years
9. Fraction ..... 104
Recognise Fraction
Equivalent Fraction
Addition, Subtraction, Multiplication
10. Pattern ..... 129
11. Simple Rate ..... 142
12. Review ..... 153
Answers ..... 161

## Addition and Subtraction

## Keynotes

1. Smallest whole number is 0 .
2. The rightmost digit of a number is in the ones place. From the ones place, the digit on its left are the tens place, hundreds place, and so on.
For example, the ones place, tens place and hundreds place digit of the number 358 are 8, 5 and 3 respectively.
3. Addition and subtraction are rearrangeable for as long as the sign follows the number.

For example,
2-4+5
$=2+5-4$
$=7-4$
$=3$
4. To split and regroup numbers. During addition, we may 'remove' the digits in the ones place and add the numbers. Then, add the digits in the ones place to the sum.
For example,
$7+12+25+38$
$=7+10+2+20+5+30+8$
$=10+20+30+7+2+5+8$

## Example 2:

Find the value of each of the following.
(a) 85-43
(b) 721-108

## Solution:

(a) 85-43

$$
\begin{aligned}
& =85-40-3 \\
& =45-3 \\
& =42
\end{aligned}
$$

(b) 721-108

$$
\begin{aligned}
& =711+10-100-8 \\
& =611+2 \\
& =613
\end{aligned}
$$

## Example 3:

What is the sum of 997,98 and 9 ?

## Solution:

Each of the numbers are close to 1000,100 and 10 , so we write 997 as $1000-3$, 98 as $100-2$ and 9 as $10-1$

Then $997+98+9$
$=1000-3+100-2+10-1$
$=1110-6$
= 1104
3. We group numbers that are common under addition and subtraction. This is called factorization.

## For addition.

$\bigcirc$

$+\frac{\Delta \Delta \Delta}{\triangle \Delta \Delta}$ $=$
$2 \times 4+2 \times 3$
$=8+6$
$=14$.

$2 \times(4+3)$
$=14$.

$\triangle \triangle \triangle$
$(4+3) \times 2$
$=2 \times 7 \quad$ or $\quad=7 \times 2$
$=14$.

So, $2 \times 4+2 \times 3=2 \times(4+3)$ or $2 \times 4+2 \times 3=(4+3) \times 2$.

## For subtraction.


$4 \times 5-1 \times 5=(4-1) \times 5$.
4. Multiplication involving multiples of tens is easier to calculate. For examples,

$$
\begin{aligned}
1 \times 10=10 & \\
2 \times 5=10 \quad & \text { (Another way to obtain } 10 \text { from product of } 2 \text { whole numbers.) } \\
3 \times 10=30, & \text { (Adding a digit } 0 \text { to } 3 .) \\
40 \times 70=2800, & \text { (Multiple non-zero digits and add total number of zeros.) } \\
50 \times 300=15000 . & \text { (Multiple non-zero digits and add total number of zeros.) }
\end{aligned}
$$

5. When a product of numbers consists of numbers close to multiple of tens, it will be easier to express the numbers as a sum or subtraction of tens and ones.

## Example 5:

Fill in the correct answer for each blank below.
(a) $9 \times(\quad)=2898$
(b) $1498 \div(\quad)=7$
(c) $\quad(\quad) \times 4=8112$
(d) $3 \times(\quad)=5871$

## Solution:

(a) Since 9 times of $(\quad)$ is 2898 , we calculate $2898 \div 9$.

| 3 | 2 | 2 |  |
| ---: | ---: | ---: | ---: |
| 9 | 8 | ${ }^{1} 9$ | ${ }^{1} 8$ |

So $9 \times(322)=2898$.
(b) $1498 \div(\quad)=7$ is the same as working out $1498 \div 7$.
$7 \longdiv { 2 \quad 4 \quad 9 \quad 2 8 }$

So $1498 \div(214)=7$.
(c) $(\quad) \times 4=8112$ is the same as working out $8112 \div 4$.
$\begin{array}{rrrr}2 & 0 & 2 & 8 \\ 4 \longdiv { 8 } & 1 & { }^{1} 1 & { }^{3} 2\end{array}$
So $(2028) \times 4=8112$.

