| Topic/Skill | Definition/Tips | Example |
| :---: | :---: | :---: |
| 1. Ratio | Ratio compares the size of one part to another part. <br> Written using the ' $:$ ' symbol. | $3: 1$ |
| 2. Proportion | Proportion compares the size of one part to the size of the whole. <br> Usually written as a fraction. | In a class with 13 boys and 9 girls, the proportion of boys is $\frac{13}{22}$ and the proportion of girls is $\frac{9}{22}$ |
| 3. Simplifying Ratios | Divide all parts of the ratio by a common factor. | $5: 10=1: 2$ (divide both by 5 ) <br> $14: 21=2: 3$ (divide both by 7 ) |
| 4. Ratios in the form 1: $n$ or $n: 1$ | Divide both parts of the ratio by one of the numbers to make one part equal 1. | $\begin{aligned} & 5: 7=1: \frac{7}{5} \text { in the form } 1: \mathrm{n} \\ & 5: 7=\frac{5}{7}: 1 \text { in the form } \mathrm{n}: 1 \end{aligned}$ |
| 5. Sharing in a Ratio | 1. Add the total parts of the ratio. <br> 2. Divide the amount to be shared by this value to find the value of one part. <br> 3. Multiply this value by each part of the ratio. <br> Use only if you know the total. | Share $£ 60$ in the ratio $3: 2: 1$. $\begin{aligned} & 3+2+1=6 \\ & 60 \div 6=10 \\ & 3 \times 10=30,2 \times 10=20,1 \times 10=10 \\ & £ 30: £ 20: £ 10 \end{aligned}$ |
| 6. Proportional Reasoning | Comparing two things using multiplicative reasoning and applying this to a new situation. <br> Identify one multiplicative link and use this to find missing quantities. |  |
| 7. Unitary Method | Finding the value of a single unit and then finding the necessary value by multiplying the single unit value. | 3 cakes require 450 g of sugar to make. Find how much sugar is needed to make 5 cakes. $\begin{aligned} & 3 \text { cakes }=450 \mathrm{~g} \\ & \text { So } 1 \text { cake }=150 \mathrm{~g}(\div \text { by } 3) \\ & \text { So } 5 \text { cakes }=750 \mathrm{~g}(\mathrm{x} \text { by } 5) \end{aligned}$ |
| 8. Ratio already shared | Find what one part of the ratio is worth using the unitary method. | Money was shared in the ratio 3:2:5 between Ann, Bob and Cat. Given that Bob had $£ 16$, found out the total amount of money shared. $\begin{aligned} & £ 16=2 \text { parts } \\ & \text { So } £ 8=1 \text { part } \\ & 3+2+5=10 \text { parts, so } 8 \times 10=£ 80 \end{aligned}$ |
| 9. Best Buys | Find the unit cost by dividing the price by the quantity. <br> The lowest number is the best value. | 8 cakes for $£ 1.28 \rightarrow 16$ p each ( $\div$ by 8 ) 13 cakes for $£ 2.05 \rightarrow 15.8$ p each ( $\div$ by 13) <br> Pack of 13 cakes is best value. |

