

## Notebook Sample

**MY COMMENTS:** Shown below are a few methods of how to write notes in your MAT 025 notebook. Write legibly and the math will make much more sense. Your notes are not only helpful when studying for the MAT 025 tests, but you can refer to them when you take MAT 050 next.

M1.1 Reading and Writing Whole Numbers

M1.1 Practice 1

7) Identify the place occupied by the digit 8.

7,123,825

8 occupies the hundreds place

Write both the **main heading** and **subheading** at the start of the two Modules: *Basic Math* and *Whole Numbers*.

While you don't have to write down the **question** of a word problem, you do have to write out the **answer**.

M0.5 Practice 2

13) Subtract.

$$\begin{array}{r} 891 \\ - 296 \\ \hline 608 \end{array}$$

Clearly label each problem in your notebook.

When setting up a problem, write the numbers lined up with some spacing to make your calculations easier. This applies to whether you are adding, subtracting, multiplying, or dividing.

M1.4 Multiplying Whole Numbers

M1.4 Practice 1

8) Multiply (68)(649)

$$\begin{array}{r} \overset{2}{3} \overset{5}{6}49 \\ \times \quad 68 \\ \hline '5'192 \\ + '38940 \\ \hline 44,132 \end{array}$$

If the math problem is not a word problem, write out the question (what you have to do). In this example, write out **Multiply (68)(649)** into your notebook.

Notice how when you line up the numbers and add a little spacing, there is less chance of a calculation error.

M1.5 Practice 2

8) Divide.

$$\begin{array}{r} 2093 \\ 8 \overline{) 16750} \\ \underline{-16} \downarrow \quad \downarrow \quad \downarrow \\ 7 \downarrow \quad \downarrow \quad \downarrow \\ \underline{-0} \downarrow \quad \downarrow \quad \downarrow \\ 75 \downarrow \quad \downarrow \quad \downarrow \\ \underline{-72} \downarrow \quad \downarrow \quad \downarrow \\ 28'0 \\ \underline{-24} \\ 6 \end{array}$$

2093 R 6

When starting a new section, always include the new subheading to stay organized.

Here is another example of cleanly lining up the numbers with a little spacing. **Long Division** will become much easier if you follow this system.