**Simplifying Fractions**

1. Find any common factors:

$$\frac{16}{20}$$

|  |  |
| --- | --- |
| 16 | 20 |
| 1 x 162 x 84 x 4 | 1 x 202 x 104 x 5 |

1. Circle the Greatest Common Factor (GCF):

GCF = 4

1. Divide the numerator and denominator by the GCF

$\frac{16 ÷4}{20 ÷4}$ = $\frac{4}{5}$

**Mixed Number to Improper Fraction**

1. Multiply your denominator by your whole number:

2 $\frac{1}{3}$

2 x 3 = 6

1. Add the numerator:

6 + 1 = 7

1. Keep the denominator the same:

$$\frac{7}{3}$$

**Improper Fraction to Mixed Number**

1. Divide your numerator by the denominator:

 $\frac{11}{5}$ =

11 ÷ 5 =

2 $\frac{1}{5}$