Elayn Martin-Gay

Prealgebra & Introductory Algebra

Fifth Edition

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Elayn Martin-Gay

University of New Orleans

Pearson

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This book is dedicated to students everywhere—
and we should all be students. After all, is there anyone among
us who truly knows too much? Take that hint and continue
to learn something new every day of your life.

Best wishes from a fellow student:
Elayn Martin-Gay

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Contents

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Preface

***Prealgebra & Introductory Algebra,* Fifth Edition**, was written in response to the needs of those teaching combined courses. My goals were to help students make the transition from arithmetic to algebra and to provide a solid foundation in algebra. To help students accomplish this, my goals for this text are:

- Most importantly, to write an organized, student-friendly text that is keyed to objectives and contains many worked-out examples.
- To introduce algebraic concepts early and repeat them often as I cover traditional arithmetic topics, thus laying the groundwork for the next algebra course your students will take. Specific care was taken to ensure that all core topics of an introductory algebra course are covered and that students have the most up-to-date, relevant text preparation for future courses that require an understanding of algebraic fundamentals.
- To show students the relevancy of mathematics in everyday life and in the workplace by emphasizing and integrating the following throughout this text: real-life and real-data applications, data interpretation, conceptual understanding, problem solving, writing, cooperative learning, number sense, estimation, critical thinking and geometric concepts.

The many factors that contributed to the success of the previous editions have been retained. In preparing the Fifth Edition, I considered comments and suggestions of colleagues, students, and many users of the prior edition throughout the country.

What's New in the Fifth Edition?

- **The Martin-Gay Program** has been revised and enhanced with a new design in the text and MyLab Math to actively encourage students to use the text, video program, and Video Organizer as an integrated learning system.
- **New Getting Ready for the Test** can be found before each Chapter Test. These exercises can increase student success by helping students prepare for their Chapter Test. The purpose of these exercises is to check students' conceptual understanding of the topics in the chapter as well as common student errors. It is suggested that students complete and check these exercises before taking a practice Chapter Test. All Getting Ready for the Test exercises are either Multiple Choice or Matching, and all answers can be found in the answer section of this text.

  Video Solutions of all exercises can be found in MyLab Math. These video solutions contain brief explanations and reminders of material in the chapter. Where applicable, incorrect choices contain explanations.

  Getting Ready for the Test exercise numbers marked in blue indicate that the exercise is available in **Learning Catalytics**. 

- **New Learning Catalytics** is an interactive student response tool that uses students' smartphones, tablets, or laptops to engage them in more sophisticated tasks and thinking. Generate class discussion, guide your lecture, and promote peer-to-peer learning with real-time analytics. Accessible through MyLab Math, instructors can use Learning Catalytics to:
  - Pose a variety of open-ended questions that help your students develop critical thinking skills.
  - Monitor responses to find out where students are struggling.
  - Use real-time data to adjust your instructional strategy and try other ways of engaging your students during class.

- Manage student interactions by automatically grouping students for discussion, teamwork, and peer-to-peer learning.
- Pearson-created questions for developmental math topics are available to allow you to take advantage of this exciting technology. Additionally, "Getting Ready for the Test" exercises (marked in blue) are available in Learning Catalytics. Search the question library for "MGP&I" and the chapter number, for example, MGP&I7 would be the questions from Chapter 7.

- **Revised and updated Key Concept Activity Lab Workbook** includes Extension Exercises, Exploration Activities, Conceptual Exercises, and Group Activities. These activities are a great way to engage students in conceptual projects and exploration as well as group work. This workbook is available in MyLab Math, or can be packaged with a text or MyLab code.
- **Exercise Sets** have been carefully examined and revised. Special focus was placed on making sure that even- and odd-numbered exercises are carefully paired and that real-life applications are updated.
- **The Martin-Gay MyLab Math** course has been updated and revised to provide more exercise coverage, including assignable Video Check questions and an expanded video program. There are Lecture Videos for every section, which students can also access at the specific objective level; Student Success Tips videos; and an increased number of video clips at the exercise level to help students while doing homework in MyLab Math. Suggested homework assignments have been premade for assignment at the instructor's discretion.

Key Continuing Resources and Pedagogical Features

- **Vocabulary, Readiness & Video Check Questions** continue to be available in the text and for assignment in MyLab Math. The **Readiness** exercises center on a student's understanding of a concept that is necessary in order to continue to the exercise set. The **Video Check questions** are included in every section for every learning objective. These exercises are a great way to assess whether students have viewed and understood the key concepts presented in the videos. Answers to all Video Check questions are available in an answer section at the back of the text.
- **Interactive Lecture Series in MyLab Math**, featuring author Elayn Martin-Gay, provides students with active learning at their own pace. The videos offer the following resources and more:

  A complete lecture for each section of the text highlights key examples and exercises from the text. Pop-ups reinforce key terms, definitions, and concepts.

  An interface with menu navigation features allows students to quickly find and focus on the examples and exercises they need to review.

  Interactive Concept Check exercises measure students' understanding of key concepts and common trouble spots.

  Student Success Tips Videos are 3-5 minute videos designed to be daily reminders to students to continue practicing and maintaining good organizational and study habits. They include student success tips for general college success, tips specific to success in math courses, and content-specific tips to avoid common mathematical mistakes.

- **The Interactive Lecture Series** also includes the following resources for test prep:

  New Getting Ready for the Test Videos

  The Chapter Test Prep Videos help students during their most teachable moment—when they are preparing for a test. This innovation provides step-by-step solutions for the exercises found in each Chapter Test. For the Fifth Edition, the Chapter Test Prep Videos are also available on YouTube™. The videos are captioned in English and Spanish.

The Practice Final Exam Videos help students prepare for an end-of-course final. Students can watch full video solutions to each exercise in the Practice Final Exam at the end of this text.

- **The Video Organizer** helps students take notes and work practice exercises while watching the Interactive Lecture Series videos in their MyLab Math course. All content in the Video Organizer is presented in the same order as it is presented in the videos, making it easy for students to create a course notebook and build good study habits.
  - Covers all of the video examples in order.
  - Provides prompts with ample space for students to write down key definitions and properties.
  - Includes Play and Pause button icons to prompt students to follow along with the author for some exercises while they try others on their own.

  The Video Organizer is available in a loose-leaf, notebook-ready format. It is also available for download in MyLab Math.

Key Pedagogical Features

The following key features have been retained and/or updated for the Fifth Edition of the text:

- **Problem-Solving Process** This is formally introduced in Chapter 3 with a four-step process that is integrated throughout the text. The four steps are **Understand, Translate, Solve, and Interpret.** The repeated use of these steps in a variety of examples shows their wide applicability. Reinforcing the steps can increase students' comfort level and confidence in tackling problems.
- **Exercise Sets Revised and Updated** The exercise sets have been carefully examined and extensively revised. Special focus was placed on making sure that even- and odd-numbered exercises are paired and that real-life applications were updated.
- **Examples** Detailed, step-by-step examples were added, deleted, replaced, or updated as needed. Many examples reflect real life. Additional instructional support is provided in the annotated examples.
- **Practice Exercises** Throughout the text, each worked-out example has a parallel Practice exercise. These invite students to be actively involved in the learning process. Students should try each Practice exercise after finishing the corresponding example. Learning by doing will help students grasp ideas before moving on to other concepts. Answers to the Practice exercises are provided at the bottom of each page.
- **Helpful Hints** Helpful Hints contain practical advice on applying mathematical concepts. Strategically placed where students are most likely to need immediate reinforcement, Helpful Hints help students avoid common trouble areas and mistakes.
- **Concept Checks** This feature allows students to gauge their grasp of an idea as it is being presented in the text. Concept Checks stress conceptual understanding at the point-of-use and help suppress misconceived notions before they start. Answers appear at the bottom of the page. Exercises related to Concept Checks are included in the exercise sets.
- **Mixed Practice Exercises** In the section exercise sets, these exercises require students to determine the problem type and strategy needed to solve it just as they would need to do on a test.
- **Integrated Reviews** This unique, mid-chapter exercise set helps students assimilate new skills and concepts that they have learned separately over several sections. These reviews provide yet another opportunity for students to work with "mixed" exercises as they master the topics.

- **Vocabulary Check** This feature provides an opportunity for students to become more familiar with the use of mathematical terms as they strengthen their verbal skills. These appear at the end of each chapter before the Chapter Highlights. Vocabulary, Readiness & Video exercises provide practice at the section level.
- **Chapter Highlights** Found at the end of every chapter, these contain key definitions and concepts with examples to help students understand and retain what they have learned and help them organize their notes and study for tests.
- **Chapter Review** The end of every chapter contains a comprehensive review of topics introduced in the chapter. The Chapter Review offers exercises keyed to every section in the chapter, as well as Mixed Review exercises that are not keyed to sections.
- **Chapter Test and Chapter Test Prep Videos** The Chapter Test is structured to include those problems that involve common student errors. The **Chapter Test Prep Videos** gives students instant access to a step-by-step video solution of each exercise in the Chapter Test.
- **Cumulative Review** This review follows every chapter in the text (except Chapter 1). Each odd-numbered exercise contained in the Cumulative Review is an earlier worked example in the text that is referenced in the back of the book along with the answer.
- **Writing Exercises** These exercises occur in almost every exercise set and require students to provide a written response to explain concepts or justify their thinking.
- **Applications** Real-world and real-data applications have been thoroughly updated, and many new applications are included. These exercises occur in almost every exercise set and show the relevance of mathematics and help students gradually and continuously develop their problem-solving skills.
- **Review Exercises** These exercises occur in each exercise set (except in Chapter 1) and are keyed to earlier sections. They review concepts learned earlier in the text that will be needed in the next section or chapter.
- **Exercise Set Resource Icons** Located at the opening of each exercise set, these icons remind students of the resources available for extra practice and support:

See Student Resources descriptions on page xvii for details on the individual resources available.

Exercise Icons These icons facilitate the assignment of specialized exercises and let students know what resources can support them.

- Video icon: exercise worked in the Interactive Lecture Series found in MyLab Math.
- Triangle icon: identifies exercises involving geometric concepts.
- Pencil icon: indicates a written response is needed.
- Calculator icon: optional exercises intended to be solved using a scientific or graphing calculator.

Group Activities Found at the end of each chapter, these activities are for individual or group completion, and are usually hands-on or data-based activities that extend the concepts found in the chapter, allowing students to make decisions and interpretations and to think and write about algebra.

Optional: Calculator Exploration Boxes and Calculator Exercises The optional Calculator Explorations provide keystrokes and exercises at appropriate places to give students an opportunity to become familiar with these tools. Section exercises that are best completed by using a calculator are identified by for ease of assignment.

Student and Instructor Resources

STUDENT RESOURCES

Video Organizer

Designed to help students take notes and work practice exercises while watching the Interactive Lecture Series videos.

- Covers all of the video examples in order.
- Provides prompts with ample space for students to write down key definitions and rules.
- Includes "Play" and "Pause" button icons to prompt students to follow along with the author for some exercises while they try others on their own.
- Includes Student Success Tips Outline and Questions

Available in loose-leaf, notebook-ready format and in MyLab Math.

Key Concept Activity Lab Workbook

Includes Extension Exercises, Exploration Activities, Conceptual Exercises, and Group Activities. This workbook is available in MyLab Math, or can be packaged in printed form with a text or MyLab Math code.

Student Solutions Manual

Provides completely worked-out solutions to the odd-numbered section exercises; all exercises in the Integrated Reviews, Chapter Reviews, Chapter Tests, and Cumulative Reviews.

INSTRUCTOR RESOURCES

Annotated Instructor's Edition

Contains all the content found in the student edition, plus the following:

- Answers to even and odd exercises on the same text page
- Teaching Tips throughout the text placed at key points

Instructor's Resource Manual with Tests and Mini-Lectures

This resource includes:

- Mini-lectures for each text section
- Additional practice worksheets for each section
- Several forms of tests per chapter—free response and multiple choice
- Answers to all items

Instructor's Solutions Manual
TestGen®

(These resources are available for download from MyLab Math or from the Instructor's Resource Center on pearson.com.)

Instructor-to-Instructor Videos—available in the Instructor Resources section of the MyLab Math course.

Online Resources
MyLab Math (access code required)

MathXL® (access code required)

Resources for Success

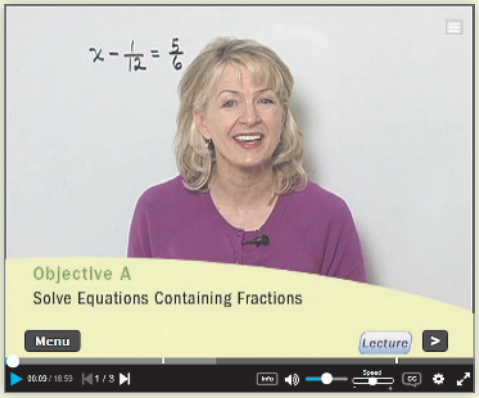
Pearson MyLab

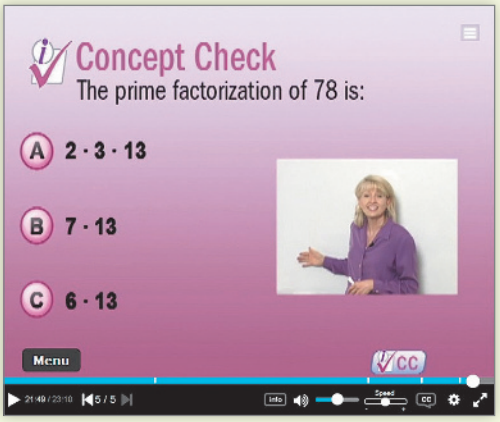
Get the Most Out of MyLab Math for *Prealgebra & Introductory Algebra,* Fifth Edition by Elayn Martin-Gay

Elayn Martin-Gay believes that every student can succeed, and each MyLab course that accompanies her texts is infused with her student-centric approach. The seamless integration of Elayn's award-winning content with the #1 choice in digital learning for developmental math gives students a completely consistent experience from print to MyLab.

A Comprehensive and Dynamic Video Program

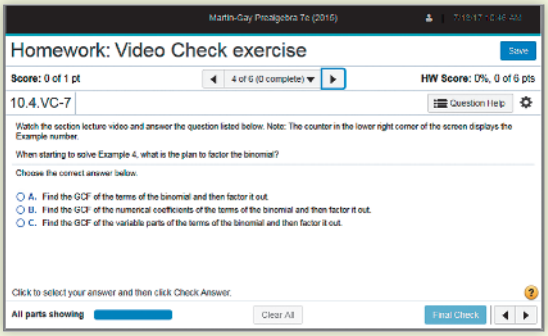
The **Martin-Gay video program** is 100% presented by Elayn Martin-Gay to ensure consistency with the text. The video program includes full section lectures and shorter objective level videos, and an intuitive navigation menu and pop-ups that reinforce key definitions.





Within the section lecture videos, **Interactive Concept Checks** measure a student's understanding of key concepts and common trouble spots. Concept Checks ask students to try a question on their own within the video, after which Elayn Martin-Gay explains why they were correct or incorrect.

All videos can be assigned as a **media assignment** in the Assignment Manager, to ensure that students are getting the most out of their MyLab resources. Additionally, **Video Check questions** ensure that students have viewed and understood the key concepts from the section lecture videos.

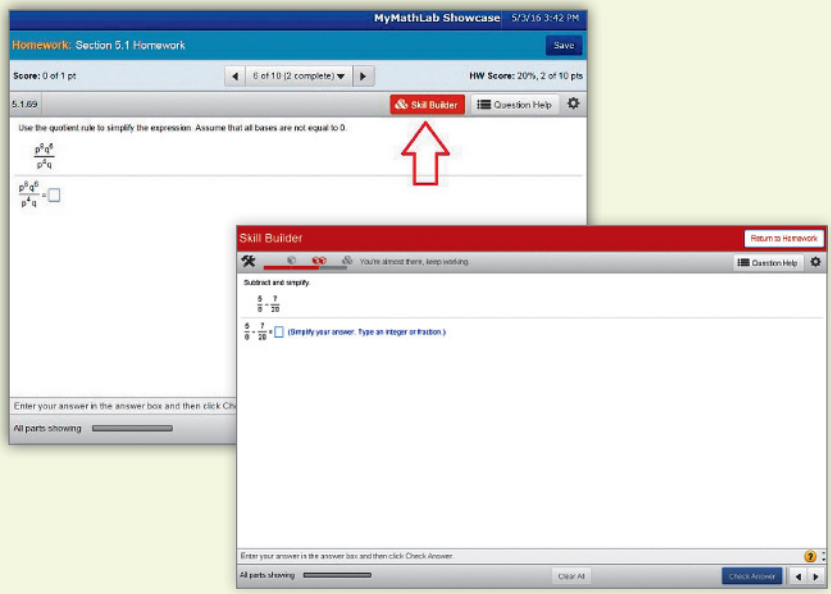


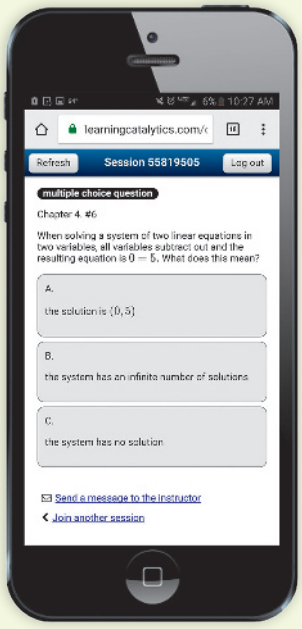
Additional hallmark Martin-Gay video types include Student Success Tip videos and Chapter Test Prep videos. **Student Success Tip videos** are in short segments designed to be daily reminders to stay organized and to study. **Chapter Test Prep videos,** a Martin-Gay innovation, help students during their most teachable moment–when they are preparing for a test–with step-by-step solutions for the exercises in the Chapter Test.

New Tools Improve Preparedness and Personalize Learning

New! Getting Ready for the Test video solutions cover every Getting Ready for the Test exercise. These come at the end of each chapter to give students an opportunity to assess if they understand the big picture concepts of the chapter, and help them focus on avoiding common errors.

New! Skill Builder exercises offer just-in-time additional adaptive practice. The adaptive engine tracks student performance and delivers questions to each individual that adapt to his or her level of understanding. This new feature allows instructors to assign fewer questions for homework, allowing students to complete as many or as few questions needed.





New Ways to Engage Students

New! Learning Catalytics

Martin-Gay-specific questions are pre-built and available through MyLab Math. Learning Catalytics is an interactive student response tool that uses students' smartphones, tablets, or laptops to engage them in more sophisticated tasks and thinking. **Getting Ready for the Test** exercises marked in blue in the text are pre-built in Learning Catalytics to use in class. These questions can be found in Learning Catalytics by searching for "MGP&I".

New! Vocab and Readiness questions in MyLab Math have been expanded to 100% coverage, and are now available with a new **Drag and Drop functionality!** Drag and Drop exercises allow students to manually select elements of the question, such as expressions, words, graphs, or images, and place them into a designated target area.

Easier Start-Up for Instructors

Enhanced Sample Assignments make course set-up easier by giving instructors a starting point for each section. Each assignment has been carefully curated for this specific text, and includes a thoughtful mix of question types.

pearson.com/mylab/math

Acknowledgments

There are many people who helped me develop this text, and I will attempt to thank some of them here. Courtney Slade and Cindy Trimble were *invaluable* for contributing to the overall accuracy of the text. Gina Linko and Patty Bergin provided guidance throughout the production process and Suellen Robinson provided many suggestions for updating applications during the writing of this Fifth Edition.

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Elayn Martin-Gay

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I would like to personally thank my extended family. Although this list has grown throughout the years, it still warrants mentioning in my texts as each of these family members has contributed to my work in one way or another – from suggesting application exercises with data and updating/upgrading my computer to understanding that I usually work on "Vacations." I am deeply grateful to them all:

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About the Author

Elayn Martin-Gay has taught mathematics at the University of New Orleans for more than 25 years. Her numerous teaching awards include the local University Alumni Association's Award for Excellence in Teaching, and Outstanding Developmental Educator at University of New Orleans, presented by the Louisiana Association of Developmental Educators.

Prior to writing textbooks, Elayn Martin-Gay developed an acclaimed series of lecture videos to support developmental mathematics students in their quest for success. These highly successful videos originally served as the foundation material for her texts. Today, the videos are specific to each book in the Martin-Gay series.

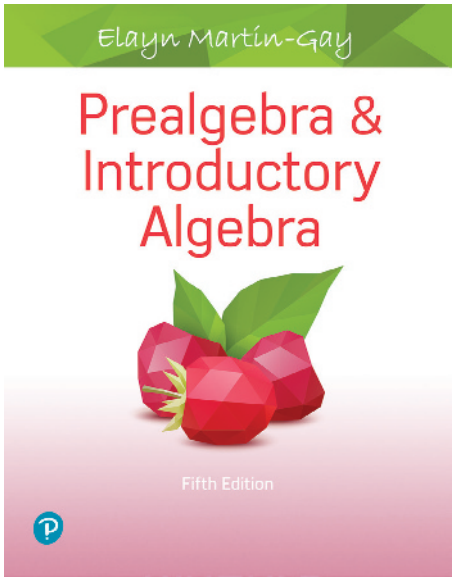
The author has also created Chapter Test Prep Videos to help students during their most "teachable moment"—as they prepare for a test—along with Instructor-to-Instructor videos that provide teaching tips, hints, and suggestions for each developmental mathematics course, including basic mathematics, prealgebra, beginning algebra, and intermediate algebra.

Elayn is the author of 12 published textbooks as well as multimedia, interactive mathematics, all specializing in developmental mathematics courses. She has also published series in Algebra 1, Algebra 2, and Geometry. She has participated as an author across the broadest range of educational materials: textbooks, videos, tutorial software, and courseware. This provides an opportunity of various combinations for an integrated teaching and learning package offering great consistency for the student.

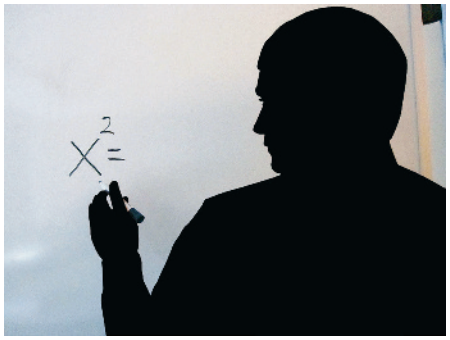
Applications Index

The Whole Numbers

A Selection of Resources for Success in This Mathematics Course



Textbook



Instructor

MyLab Math and MathXL

Video Organizer

Interactive Lecture Series

For more information about the resources illustrated above, read Section 1.1.

1

Whole numbers are the basic building blocks of mathematics. The whole numbers answer the question "How many?"

This chapter covers basic operations on whole numbers. Knowledge of these operations provides a good foundation on which to build further mathematical skills.

Sections

Check Your Progress

1.1 Study Skill Tips for Success in Mathematics

Before reading this section, ask yourself a few questions.

1. Were you satisfied—really satisfied—with your performance in your last math course? In other words, do you feel that your outcome represented your best effort?
2. When you took your last math course, were your notes and materials from that course organized and easy to find, or were they disorganized and hard to find—if you saved them at all?

If the answer is "no" to these questions, then it is time to make a change. To begin, continue reading this section.

Objectives

Objective A Let's Get Ready for This Course

1. *Start With a Positive Attitude.*

Now that you have decided to take this course, remember that a *positive attitude* will make all the difference in the world. Your belief that you can succeed is just as important as your commitment to this course. Make sure you are ready for this course by having the time and positive attitude that it takes to succeed.

2. *Understand How Your Course Material Is Presented—Lecture by Instructor, Online With Computer, or Both?*

Make sure that you are familiar with the way that this course is being taught. Is it a traditional course, in which you have a printed textbook and meet with an instructor? Is it taught totally online, and your textbook is electronic and you e-mail your instructor? Or is your course structured somewhere in between these two methods? (Not all of the tips that follow will apply to all forms of instruction.)

3. *Schedule Your Class So That It Does Not Interfere With Other Commitments.*

Make sure that you have scheduled your math course for a time that will give you the best chance for success. For example, if you are also working, you may want to check with your employer to make sure that your work hours will not conflict with your course schedule.

Objective B Here are a Few General Tips for Success

Below are some general tips that will increase your chance for success in a mathematics class. Many of these tips will also help you in other courses you may be taking.

1. *Most Important! Organize Your Class Materials. Unless Told Otherwise, Use a 3-Ring Binder Solely for Your Mathematics Class.*

In the next couple pages, many ideas will be presented to help you organize your class materials—notes, any handouts, completed homework, previous tests, etc. In general, you MUST have these materials organized. All of them will be valuable references throughout your course and when studying for upcoming tests and the final exam. One way to make sure you can locate these materials when you need them is to use a three-ring binder. This binder should be used solely for your mathematics class and should be brought to each and every class or lab. This way, any material can be immediately inserted in a section of this binder and will be there when you need it.

2. *Choose to attend all class periods.*

If possible, sit near the front of the classroom. This way, you will see and hear the presentation better. It may also be easier for you to participate in classroom activities.

Helpful Hint

MyLab Math and MathXL When assignments are turned in online, keep a hard copy of your complete written work. You will need to refer to your written work to be able to ask questions and to study for tests later.

3. *Complete Your Homework. This Means: Attempt All of It, Check All of It, Correct Any Mistakes, and Ask for Help if Needed.*

You've probably heard the phrase "practice makes perfect" in relation to music and sports. It also applies to mathematics. You will find that the more time you spend solving mathematics exercises, the easier the process becomes. Be sure to schedule enough time to complete your assignments before the due date assigned by your instructor.

Review the steps you took while working a problem. Learn to check your answers in the original exercises. You may also compare your answers with the "Answers to Selected Exercises" section in the back of the book. If you have made a mistake, try to figure out what went wrong. Then correct your mistake. If you can't find what went wrong, **don't** erase your work or throw it away. Show your work to your instructor, a tutor in a math lab, or a classmate. It is easier for someone to find where you had trouble if he or she looks at your original work.

It's all right to ask for help. In fact, it's a good idea to ask for help whenever there is something that you don't understand. Make sure you know when your instructor has office hours and how to find his or her office. Find out whether math tutoring services are available on your campus. Check on the hours, location, and requirements of the tutoring service.

4. *Learn from your mistakes and be patient with yourself.*

Everyone, even your instructor, makes mistakes. (That definitely includes me—Elayn Martin-Gay.) Use your errors to learn and to become a better math student. The key is finding and understanding your errors.

Was your mistake a careless one, or did you make it because you can't read your own math writing? If so, try to work more slowly or write more neatly and make a conscious effort to carefully check your work.

Did you make a mistake because you don't understand a concept? Take the time to review the concept or ask questions to better understand it.

Did you skip too many steps? Skipping steps or trying to do too many steps mentally may lead to preventable mistakes.

5. *Turn in assignments on time.*

This way, you can be sure that you will not lose points for being late. Show every step of a problem and be neat and organized. Also be sure that you understand which problems are assigned for homework. If allowed, you can always double-check the assignment with another student in your class.

Helpful Hint

MyLab Math and MathXL
If you are doing your homework online, you can work and re-work those exercises that you struggle with until you master them. Try working through all the assigned exercises twice before the due date.

Helpful Hint

MyLab Math and MathXL
If you are completing your homework online, it's important to work each exercise on paper before submitting the answer. That way, you can check your work and follow your steps to find and correct any mistakes.

Helpful Hint

MyLab Math and MathXL
Be aware of assignments and due dates set by your instructor. Don't wait until the last minute to submit work online.

Objective C Knowing and Using Your Text or e-Text

Flip through the pages of this text or view the e-text pages on a computer screen. Start noticing examples, exercise sets, end-of-chapter material, and so on. Learn the way this text is organized by finding an example in your text of each type of resource listed below. Finding and using these resources throughout your course will increase your chance of success.

- ***Practice Exercises.*** Each example in every section has a parallel Practice exercise. Work each Practice exercise after you've finished the corresponding example. Answers are at the bottom of the page. This "learn-by-doing" approach will help you grasp ideas before you move on to other concepts.
- ***Objectives.*** Every section of this text is divided into objectives, such as A or B. They are listed at the beginning of the section and noted in that section. The main section of exercises in each exercise set is also referenced by an objective, such as A or B, and also an example(s). There is also often a section of exercises entitled "Mixed Practice," which is referenced by two or more objectives or sections. These are mixed exercises written to prepare you for your next exam. Use all of this referencing if you have trouble completing an assignment from the exercise set.

- ***Icons (Symbols).*** Make sure that you understand the meaning of the icons that are beside many exercises. ▶ tells you that the corresponding exercise may be viewed on the video Lecture Series that corresponds to that section. ✎ tells you that this exercise is a writing exercise in which you should answer in complete sentences. △ tells you that the exercise involves geometry.
- ***Integrated Reviews.*** Found in the middle of each chapter, these reviews offer you a chance to practice—in one place—the many concepts that you have learned separately over several sections.
- ***End-of-Chapter Opportunities.*** There are many opportunities at the end of each chapter to help you understand the concepts of the chapter.

  Vocabulary Checks contain key vocabulary terms introduced in the chapter.

  Chapter Highlights contain chapter summaries and examples.

  Chapter Reviews contain review problems. The first part is organized section by section and the second part contains a set of mixed exercises.

  Getting Ready for the Tests are multiple choice or matching exercises designed to check your knowledge of chapter concepts, before you attempt the chapter test. Video solutions are available for all these exercises.

  Chapter Tests are sample tests to help you prepare for an exam. The Chapter Test Prep Videos found in MyLab Math and YouTube provide the video solution to each question on each Chapter Test.

  Cumulative Reviews start at Chapter 2 and are reviews consisting of material from the beginning of the book to the end of that particular chapter.
- ***Student Resources in Your Textbook.*** You will find a **Student Resources** section at the back of this textbook. It contains the following to help you study and prepare for tests:

  Study Skill Builders contain study skills advice. To increase your chance for success in the course, read these study tips, and answer the questions.

  Bigger Picture—Study Guide Outline provides you with a study guide outline of the course, with examples.

  Practice Final provides you with a Practice Final Exam to help you prepare for a final.
- ***Resources to Check Your Work.*** The **Answers to Selected Exercises** section provides answers to all odd-numbered section exercises and to all integrated review, chapter review, getting ready for the test, chapter test, and cumulative review exercises. Use the **Solutions to Selected Exercises** to see the worked-out solution to every other odd-numbered exercise in the section exercises and chapter tests.

Helpful Hint

MyLab Math

In MyLab Math, you have access to the following video resources:

- Lecture Videos for each section
- Getting Ready for the Test Videos
- Chapter Test Prep Videos
- Final Exam Videos

Use these videos provided by the author to prepare for class, review, and study for tests.

Objective D Knowing and Using Video and Notebook Organizer Resources

Video Resources

Below is a list of video resources that are all made by me—the author of your text, Elayn Martin-Gay. By making these videos, I can be sure that the methods presented are consistent with those in the text. All video resources may be found in MyLab Math and some also on YouTube.

- ***Interactive Video Lecture Series.*** Exercises marked with a ▶ are fully worked out by the author. The lecture series provides approximately 20 minutes of instruction per section and is organized by Objective.
- ***Getting Ready for the Test Videos.*** These videos provide solutions to all of the Getting Ready for the Test exercises.

- ***Chapter Test Prep Videos.*** These videos provide solutions to all of the Chapter Test exercises worked out by the author. They can be found in MyLab Math and YouTube. This supplement is very helpful before a test or exam.
- ***Tips for Success in Mathematics.*** These video segments are about 3 minutes long and are daily reminders to help you continue practicing and maintaining good organizational and study habits.
- ***Final Exam Videos.*** These video segments provide solutions to each question.

Video Organizer

This organizer is in three-ring notebook ready form. It is to be inserted in a three-ring binder and completed. This organizer is numbered according to the sections in your text to which it refers.

It is closely tied to the Interactive (Video) Lecture Series. Each section should be completed while watching the lecture video on the same section. Once completed, you will have a set of notes to accompany the (Video) Lecture Series section by section.

Objective E Getting Help

If you have trouble completing assignments or understanding the mathematics, get help as soon as you need it! This tip is presented as an objective on its own because it is so important. In mathematics, usually the material presented in one section builds on your understanding of the previous section. This means that if you don't understand the concepts covered during a class period, there is a good chance that you will not understand the concepts covered during the next class period. If this happens to you, get help as soon as you can.

Where can you get help? Try your instructor, a tutoring center, or a math lab, or you may want to form a study group with fellow classmates. If you do decide to see your instructor or go to a tutoring center, make sure that you have a neat notebook and are ready with your questions.

Helpful Hint

MyLab Math and MathXL

- Use the **Help Me Solve This** button to get step-by-step help for the exercise you are working. You will need to work an additional exercise of the same type before you can get credit for having worked it correctly.
- Use the **Video** button to view a video clip of the author working a similar exercise.

Objective F Preparing for and Taking an Exam

Make sure that you allow yourself plenty of time to prepare for a test. If you think that you are a little "math anxious," it may be that you are not preparing for a test in a way that will ensure success. The way that you prepare for a test in mathematics is important. To prepare for a test:

1. Review your previous homework assignments.
2. Review any notes from class and section-level quizzes you have taken. (If this is a final exam, also review chapter tests you have taken.)
3. Review concepts and definitions by reading the Chapter Highlights at the end of each chapter.
4. Practice working out exercises by completing the Chapter Review found at the end of each chapter. (If this is a final exam, go through a Cumulative Review. There is one found at the end of each chapter except Chapter 1. Choose the review found at the end of the latest chapter that you have covered in your course.) *Don't stop here!*
5. Take the Chapter Getting Ready for the Test. All answers to these exercises are available to you as well as video solutions.
6. Take a sample test with no notes, etc, available for help. It is important that you place yourself in conditions similar to test conditions to find out how you

Helpful Hint

MyLab Math and MathXL Review your written work for previous assignments. Then, go back and re-work previous assignments. Open a previous assignment, and click **Similar Exercise** to generate new exercises. Re-work the exercises until you fully understand them and can work them without help features.

will perform. There is a Chapter Test available at the end of each chapter, or you can work selected problems from the Chapter Review. Your instructor may also provide you with a review sheet. Then check your sample test. If your sample test is the Chapter Test in the text, don't forget that the video solutions are in MyLab Math and YouTube.

7. On the day of the test, allow yourself plenty of time to arrive at where you will be taking your exam.

When taking your test:

1. Read the directions on the test carefully.
2. Read each problem carefully as you take the test. Make sure that you answer the question asked.
3. Watch your time and pace yourself so that you can attempt each problem on your test.
4. If you have time, check your work and answers.
5. Do not turn your test in early. If you have extra time, spend it double-checking your work.

Objective G Managing Your Time

As a college student, you know the demands that classes, homework, work, and family place on your time. Some days you probably wonder how you'll ever get everything done. One key to managing your time is developing a schedule. Here are some hints for making a schedule:

1. Make a list of all of your weekly commitments for the term. Include classes, work, regular meetings, extracurricular activities, etc. You may also find it helpful to list such things as laundry, regular workouts, grocery shopping, etc.
2. Next, estimate the time needed for each item on the list. Also make a note of how often you will need to do each item. Don't forget to include time estimates for the reading, studying, and homework you do outside of your classes. You may want to ask your instructor for help estimating the time needed.
3. In the exercise set that follows, you are asked to block out a typical week on the schedule grid given. Start with items with fixed time slots like classes and work.
4. Next, include the items on your list with flexible time slots. Think carefully about how best to schedule items such as study time.
5. Don't fill up every time slot on the schedule. Remember that you need to allow time for eating, sleeping, and relaxing! You should also allow a little extra time in case some items take longer than planned.
6. If you find that your weekly schedule is too full for you to handle, you may need to make some changes in your workload, classload, or other areas of your life. You may want to talk to your advisor, manager or supervisor at work, or someone in your college's academic counseling center for help with such decisions.

1.1 Exercise Set MyLab Math

1. What is your instructor's name?

2. What are your instructor's office location and office hours?

3. What is the best way to contact your instructor?

4. Do you have the name and contact information of at least one other student in class?

5. Will your instructor allow you to use a calculator in this class?

6. Why is it important that you write step-by-step solutions to homework exercises and keep a hard copy of all work submitted?

7. Is there a tutoring service available on campus? If so, what are its hours? What services are available?

8. Have you attempted this course before? If so, write down ways that you might improve your chances of success during this attempt.

9. List some steps that you can take if you begin having trouble understanding the material or completing an assignment. If you are completing your homework in MyLab Math and MathXL, list the resources you can use for help.

10. How many hours of studying does your instructor advise for each hour of instruction?

11. What does the icon in this text mean?

12. What does the △ icon in this text mean?

13. What does the icon in this text mean?

14. Search the minor columns in your text. What are Practice exercises?

15. When might be the best time to work a Practice exercise?

16. Where are the answers to Practice exercises?

17. What answers are contained in this text and where are they?

18. What are Tips for Success in Mathematics and where are they located?

19. What and where are Integrated Reviews?

20. How many times is it suggested that you work through the homework exercises in MyLab Math or MathXL before the submission deadline?

21. How far in advance of the assigned due date is it suggested that homework be submitted online? Why?

22. Chapter Highlights are found at the end of each chapter. Find the Chapter 1 Highlights and explain how you might use it and how it might be helpful.

23. Chapter Reviews are found at the end of each chapter. Find the Chapter 1 Review and explain how you might use it and how it might be helpful.

24. Chapter Tests are found at the end of each chapter. Find the Chapter 1 Test and explain how you might use it and how it might be helpful when preparing for an exam on Chapter 1. Include how the Chapter Test Prep Videos may help. If you are working in MyLab Math and MathXL, how can you use previous homework assignments to study?

25. What is the Video Organizer? Explain the contents and how it might be used.

26. Read or reread objective G and fill out the schedule grid on the next page.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4:00 a.m.							
5:00 a.m.							
6:00 a.m.							
7:00 a.m.							
8:00 a.m.							
9:00 a.m.							
10:00 a.m.							
11:00 a.m.							
12:00 p.m.							
1:00 p.m.							
2:00 p.m.							
3:00 p.m.							
4:00 p.m.							
5:00 p.m.							
6:00 p.m.							
7:00 p.m.							
8:00 p.m.							
9:00 p.m.							
10:00 p.m.							
11:00 p.m.							
Midnight							
1:00 a.m.							
2:00 a.m.							
3:00 a.m.							

1.2 Place Value, Names for Numbers, and Reading Tables

Objectives

A Find the Place Value of a Digit in a Whole Number.

B Write a Whole Number in Words and in Standard Form.

C Write a Whole Number in Expanded Form.

D Read Tables.

The **digits** 0, 1, 2, 3, 4, 5, 6, 7, 8, and 9 can be used to write numbers. For example, the **whole numbers** are

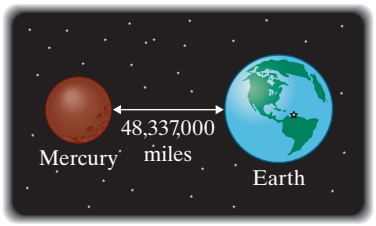
0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, . . .

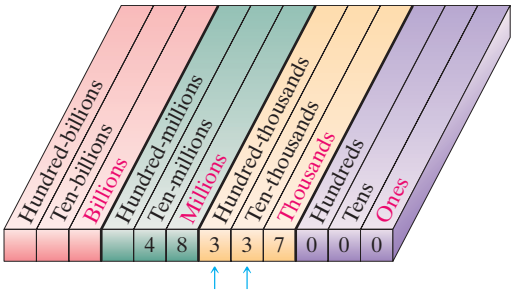
and the **natural numbers** are 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, . . .

The three dots (. . .) after the 11 mean that both lists continue indefinitely. That is, there is no largest whole number and there is no largest natural number. Also, the smallest whole number is 0 and the smallest natural number is 1.

Objective A Finding the Place Value of a Digit in a Whole Number

The position of each digit in a number determines its **place value.** For example, the average distance (in miles) between the planet Mercury and the planet Earth can be represented by the whole number 48,337,000. A place-value chart for this whole number is on the next page.





The two 3s in 48,337,000, shown above, represent different amounts because of their different placements. The place value of the 3 on the left is hundred-thousands. The place value of the 3 on the right is ten-thousands.

Examples Find the place value of the digit 3 in each whole number.

1. 396,418
↑
hundred-thousands

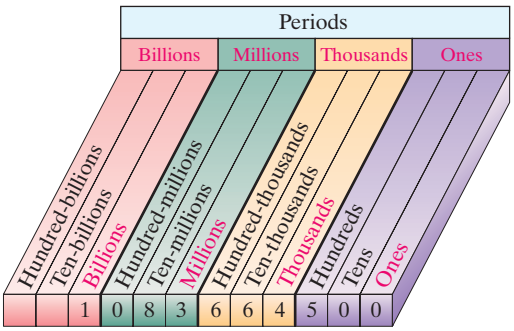
2. 93,192
↑
thousands

3. 534,275,866
↑
ten-millions

Work Practice 1–3

Objective B Writing a Whole Number in Words and in Standard Form

A whole number such as 1,083,664,500 is written in **standard form.** Notice that commas separate the digits into groups of three, starting from the right. Each group of three digits is called a **period.** The names of the first four periods are shown below in red.



Writing a Whole Number in Words

To write a whole number in words, write the number in each period followed by the name of the period. (The ones period name is usually not written.) This same procedure can be used to read a whole number.

For example, we write 1,083,664,500 as

one **billion,**
eighty-three **million,**
six hundred sixty-four **thousand,**
five **hundred**

Helpful Hint Notice the commas after the name of each period.

Practice 1–3

Find the place value of the digit 8 in each whole number.

1. 38,760,005
2. 67,890
3. 481,922

Answers
1. millions **2.** hundreds
3. ten-thousands