

Cue Card 4

Reducing Fractions to Simplest Terms

Step 1:

Find the Greatest Common Factor (GCF) of the top number (numerator) and bottom number (denominator).

Example:

Write $9/21$ in simplest terms.

1. Find the GCF of 9 and 21.
 - The factors of 9 are 1, 3, and 9
 - The factors of 21 are 1, 3, 7, and 21.
 - The GCF of 9 and 21 is 3.

Step 2:

Divide the fraction by a fraction equivalent to 1 (e.g. $2/2$, $3/3$, $4/4$, $5/5$) that has the GCF as the top number (numerator) and bottom number (denominator).

(This is true because the value of a number does not change when it is divided by 1.)

Example:

2. Divide $9/21$ by $3/3$

$$\frac{9}{21} \div \frac{3}{3} = \frac{3}{7}$$

3. The fraction $3/7$ is in the simplest terms.