

Index

• Symbols •

$| |$ (absolute value), 10
 \approx (approximately equal), 10
 $\{ \}$ (braces), 10
 $[]$ (brackets), 10
 \div (division), 9
 — (fraction line), 10
 \geq (greater than or equal to), 106
 $>$ (greater than), 106
 \leq (less than or equal to), 106
 $<$ (less than), 106
 $-$ (minus or negative number), 9
 $*$ (multiplication), 9
 \cdot (multiplication), 9
 \times (multiplication), 9
 $()$ (parentheses grouping), 10
 π (pi), 10, 140–141, 144, 145–146
 $+$ (plus or positive number), 9
 $\sqrt{\quad}$ (square root or radical), 9

• A •

absolute value equations and inequalities, 119–123
absolute value symbol ($| \quad |$), 10
addition
 exponents (powers), 17–18
 numbers in inequalities, 109
 signed numbers, 11–12
 symbol for (+), 9
algebra I
 about, 1–4, 5
 absolute value and inequalities, 119–123

 application problems, 125–136
 cubic equations, 89–95
 decimals, 14–16
 distributing. *See* distributing
 exponents. *See* exponent (power)
 factoring. *See* factoring
 fractions. *See* fractions
 geometry, 137–146
 graphing. *See* graphing
 grouping. *See* grouping
 inequalities. *See* inequality
 linear expressions, 8, 33, 111. *See also* linear equation
 number systems, 6–7, 11–14, 87–88
 order of operations, 25–27, 57–58
 powers. *See* power (exponent)
 quadratic expressions, 33, 36–42.
 See also entries beginning with
 quadratic
 radicals. *See* radical expression
 roots. *See* roots
 story problems, 125–136
 symbols, 9–10, 106–107
 synthetic division, 53–55, 95–97
 vocabulary of, 8–9
application (story) problem
 distance, 130–134
 geometry in, 137–146
 mixture, 134–136
 money and interest, 127–130
 planning out, 125–127
approximately equal
 symbol (\approx), 10
area, 141–144
axes, x and y , 148, 149

• **B** •

binomial

defined, 42

distributing, 31

factoring, 42–44, 48–50

linear equation, 58–62

middle term error, 163

unFOILing from quadratics, 37–42

box, 144–145

braces symbol ($\{\}$), 10bracket symbol ($[]$), 10• **C** •

center, 158

circle, 140–141, 144, 158

circumference, 140

coefficient, 19, 35, 59

complex fraction, 21

composite number, 7

cone, 146

constant, 8, 63

counting number, 6

cubic equation

about, 89

GCF, factoring out, 91–92

grouping, 92–93

with integers, 93–95

solving perfectly cubed

equations, 90

curves, graphing, 158–161

cylinder, 145–146

• **D** •

decimals, 14–16

denominator, 10

diameter, 140

difference, 9, 11

distance and fuel problem, 133–134

distance formula, 131–133

distance problems, 130–134

distance-plus-distance problem,
132–133

distributing

about, 27–28

common errors, 164

defined, 25

factoring, compared to, 34

in linear equations, 65–66

more than one term, 31–32

number/variable cooperation,
28–31

dividend, 9

division

exponential expressions, 19

in inequalities, 109–111

in linear equation solving, 59–60

remainder theorem, 52–55

signed numbers, 13–14

symbol for (\div), 9

synthetic, 53–55, 95–97

divisor, 9

double root, 74

• **E** •

equation

absolute value, 119–123

cubic, 89–95

defined, 8

linear. *See* linear equationquadratic. *See* quadratic equation

removing radical expression

from, 101–103

even-odd rule for multiplying/

dividing signed numbers, 14

exponent (power)

adding, 17–18

defined, 9, 17

division, relationship to, 19

errors to avoid, 165–166

factoring out, 35–36

fractional, 165

fractions, relationship to, 29–31

multiplication, relationship to,
 18–19
 negative, 18, 20–21, 29–30, 166
 removing radicals, 101–103
 subtracting, 17–18
 zero, 20
 expression
 defined, 8
 exponent. *See* exponent (power)
 fractional, 55–56, 115–117
 linear, 8, 33, 111. *See also* linear
 equation
 nested, 65
 quadratic, 33, 36–42, 113–117. *See*
 also quadratic equation
 quadratic-like, 50–51, 98–101
 radical. *See* radical expression
 rational, 55–56, 115–117

• F •

factor, 8
 factor theorem, 55
 factoring. *See also entries beginning*
 with quadratic
 about, 33–36
 binomials, 42–44, 48–50
 cubic equations, 91–92
 distributing, compared to, 34
 finishing point, 51–52
 FOIL and unFOIL, 37–41
 greatest common factor (GCF),
 34, 41–42, 91–92
 grouping, 45–47
 quadratic-like, 50–51
 rational expressions, 55–56
 remainder theorem, 52–55
 first-degree factoring. *See* factoring
 FOIL, 37–41
 formulas
 changing by solving for variables,
 70–71
 distance, 131–133
 quadratic, 84–87

fraction line (—), 10
 fractional exponent, 165
 fractional (rational) expression,
 55–56, 115–117
 fractions
 complex, 21
 decimals, relationship to, 14–16
 error reduction, 166
 in linear equations, 67–70
 negative exponents, relationship
 to, 29–30
 powers, relationship to, 29–31
 rational numbers written as, 7
 splitting errors with, 164
 fuel and distance problem, 133–134

• G •

GCF (greatest common factor),
 34, 41–42, 91–92
 geometry
 area, 141–144
 boxes, 144–145
 circles, 140–141, 144, 158
 cones, 146
 cylinders, 145–146
 perimeter, 138–141
 prisms, 144–145
 pyramids, 146
 Pythagorean theorem, 137–138
 rectangles, 139–140, 142
 squares, 139–140, 142
 triangles, 139, 143
 volume, 144–146
 graphing
 circles, 158
 curves, 158–161
 inequalities, 107–108
 intercepts, 149–150, 153–155
 lines, 147–158
 parabolas, 159–161
 parallel, 155–156
 slope intercept, 153–155
 slopes, 150–155

greater than or equal to symbol (\geq), 106
 greater than symbol ($>$), 106
 greatest common factor (GCF), 34, 41–42, 91–92
 grouping
 cubic equations, 92–93
 defined, 8
 factoring, 45–47
 linear equations, 58, 64–67
 order of operations role, 10
 symbols for, 9, 10

• I •

imaginary number, 87–88
 inequality
 absolute value, relationship to, 119–123
 defined, 8
 expanding, 112–113
 finding solutions, 111
 fractional, 115–117
 graphing, 107–108
 interval notation, 105–108
 linear, 111
 operations, relationship to, 108–111
 quadratic, 113–117
 rational, 115–117
 symbols for, 106
 integer, 6, 93–95
 intercept, 149–150, 153–155
 interest and money, 127–130
 intersect, 156
 intersecting lines, 156–158
 interval notation, 106–107
 irrational number, 7

• L •

less than or equal to symbol (\leq), 106
 less than symbol ($<$), 106

linear equation
 defined, 147
 distributing, 65–66
 grouping in, 58, 64–67
 ordering rules, 57–58
 proportions, 67–70
 three terms, 62–64
 two terms, 58–62
 linear expression, 8, 33, 111
 linear inequality, 111
 lines, graphing
 basics, 147–149
 intercepts, 149–150, 153–155
 intersecting, 156–158
 parallel, 155–156
 perpendicular, 155–156
 slope, 150–155

• M •

middle term, including, 163
 minus sign ($-$), 9
 mixture problems, 134–136
 money and interest, 127–130
 MPZ (multiplication property of zero), 75–76
*m*th power, 21
 multiplication. *See also* exponent (power); factoring
 in inequalities, 109–111
 in linear equations, 60–62, 66–67
 signed numbers, 13–14
 symbols for (\times / \div), 9
 multiplication property of zero (MPZ), 75–76
 multiplier, 9

• N •

n (in exponential expressions), 18
 natural number, 6
 negative exponent, 18, 20–21, 29–30, 166

negative number, 9, 11–14, 165
 nested expression, 65
 number systems
 composite numbers, 7
 counting numbers, 6
 imaginary numbers, 87–88
 integers, 6
 irrational numbers, 7
 natural numbers, 7
 prime numbers, 7
 rational numbers, 6
 real numbers, 6
 signed numbers, 11–14
 whole numbers, 6
 number-line graph, 107–108
 numerator, 10

• 0 •

operations
 addition, 9, 11–12, 17–18, 109
 defined, 8
 division. *See* division
 inequalities, relationship to,
 108–111
 multiplication. *See* multiplication
 order of, 25–27, 57–58. *See also*
 grouping
 radical expression. *See* radical
 expression
 signed numbers, 11–14
 subtraction, 9, 12–13, 17–18, 109
 symbols for, 9–10
 order of operations, 25–27, 57–58.
 See also grouping

• p •

parabola, 159–161
 parallel line, 155–156
 parentheses symbol ($()$), 10
 perfect cube, 43–44
 perfect square, 43

perimeter, 138–141
 perpendicular line, 155–156
 pi (π), 10, 140–141, 144, 145–146
 plus sign (+), 9
 polynomial, 32, 52–55, 95–97. *See*
 also binomial; trinomial
 positive number, 9, 11–14
 power (exponent)
 adding, 17–18
 defined, 9, 17
 division, relationship to, 19
 errors to avoid, 165–166
 factoring out, 35–36
 fractional exponent, 165
 fractions, relationship to, 30–31
 multiplication, relationship to,
 18–19
 negative exponent, 18, 20–21,
 29–30, 166
 removing radicals, 101–103
 subtracting, 17–18
 zero, 20
 prime number, 7
 prism, 144–145
 product, 9, 18–19
 proportion, 67–70
 pyramid, 146
 Pythagorean theorem, 137–138

• Q •

quadratic equation
 about, 73–74
 factorizations, applying, 75–78
 imaginary numbers, 87–88
 quadratic formula, 84–87
 solutions, 74–75, 82–83
 three term, 78–82
 quadratic expression, 33, 37–42
 quadratic inequality, 113–117
 quadratic-like expression,
 50–51, 98–101
 quotient, 9

• R •

radical expression
 in quadratic equations, 74–75
 reconstructing, 164
 removing from equations,
 101–103
 rules for, 22–23
 symbol for ($\sqrt{\quad}$), 9, 10, 22

rational expression, factoring,
 55–56

rational inequality, 115–117

rational number, 7

real number, 6

reciprocal, 62

rectangle, 139–140, 142

reductions, reasonable, 166

relatively prime coefficient, 35

remainder theorem, 52–55

repeating decimal, 16

right angle, 156

roots. *See also* radical expression
 double root, 74
 expression rules, 22–23
 in quadratic equations, 74–75
 symbol for (radical), 9, 10, 22

• S •

S rule for adding signed
 numbers, 11

second-degree expression. *See*
entries beginning with
 quadratic

signed numbers, 11–14

slope, 147, 150–155

slope-intercept form, 153–155

square, 139–140, 142

square root, 9, 22–23, 74–75

story problem
 distance, 130–134
 geometry in, 137–146
 mixture, 134–136

money and interest, 127–130

planning out, 125–127

substitution for graphing line
 intersect, 157–158

subtraction
 exponents, 17–18
 numbers in inequalities, 109
 signed numbers, 12–13
 symbol for ($-$), 9

sum, 9

symbols
 || (absolute value), 10
 \approx (approximately equal), 10
 { } (braces), 10
 [] (brackets), 10
 \div (division), 9
 $-$ (fraction line), 10
 \geq (greater than or equal to), 106
 $>$ (greater than), 106
 grouping, 9, 10
 inequality, 106
 interval notation, 106–107
 \leq (less than or equal to), 106
 $<$ (less than), 106
 $-$ (minus or negative number), 9
 $*$ (multiplication), 9
 \cdot (multiplication), 9
 \times (multiplication), 9
 operations, 9–10
 () (parentheses grouping), 10
 π (pi), 10, 140–141, 144, 145–146
 $+$ (plus or positive number), 9
 $\sqrt{\quad}$ (square root or radical), 9

synthetic division, 53–55, 95–97

• T •

term, 8

terminating decimal, 15–16

three-term linear equation, 62–64

three-term quadratic equation,
 78–82

triangle, 139, 143

trinomial, 62–64, 78–82, 79
two-term linear equation, 58–62.

See also binomial

• U •

unFOIL, 37–42, 46–47

• V •

variables

in cubic equation factoring, 91–92

defined, 5, 8

in distribution, 28–31

formulas, changing, 70–71

in linear equations, 63–64

vertex, 160–161

vocabulary of algebra, 8–9

volume, 144–146

• W •

whole number, 6

• X •

x-axis, 148, 149

• Y •

y-axis, 148, 149

• Z •

zero

in exponential expressions, 20

in inequalities, 110–111

multiplication property of, 75–76

BUSINESS, CAREERS & PERSONAL FINANCE

Accounting For Dummies, 4th Edition*

978-0-470-24600-9

Bookkeeping Workbook For Dummies†

978-0-470-16983-4

Commodities For Dummies

978-0-470-04928-0

Doing Business in China For Dummies

978-0-470-04929-7

E-Mail Marketing For Dummies

978-0-470-19087-6

Job Interviews For Dummies, 3rd Edition*†

978-0-470-17748-8

Personal Finance Workbook For Dummies*†

978-0-470-09933-9

Real Estate License Exams For Dummies

978-0-7645-7623-2

Six Sigma For Dummies

978-0-7645-6798-8

Small Business Kit For Dummies, 2nd Edition*†

978-0-7645-5984-6

Telephone Sales For Dummies

978-0-470-16836-3

BUSINESS PRODUCTIVITY & MICROSOFT OFFICE

Access 2007 For Dummies

978-0-470-03649-5

Excel 2007 For Dummies

978-0-470-03737-9

Office 2007 For Dummies

978-0-470-00923-9

Outlook 2007 For Dummies

978-0-470-03830-7

PowerPoint 2007 For Dummies

978-0-470-04059-1

Project 2007 For Dummies

978-0-470-03651-8

QuickBooks 2008 For Dummies

978-0-470-18470-7

Quicken 2008 For Dummies

978-0-470-17473-9

Salesforce.com For Dummies, 2nd Edition

978-0-470-04893-1

Word 2007 For Dummies

978-0-470-03658-7

EDUCATION, HISTORY, REFERENCE & TEST PREPARATION

African American History For Dummies

978-0-7645-5469-8

Algebra I For Dummies, 2nd Edition

978-0-470-55964-2

Algebra Workbook For Dummies

978-0-7645-8467-1

Art History For Dummies

978-0-470-09910-0

ASVAB For Dummies, 2nd Edition

978-0-470-10671-6

British Military History For Dummies

978-0-470-03213-8

Calculus For Dummies

978-0-7645-2498-1

Canadian History For Dummies, 2nd Edition

978-0-470-83656-9

Geometry Workbook For Dummies

978-0-471-79940-5

The SAT I For Dummies, 6th Edition

978-0-7645-7193-0

Series 7 Exam For Dummies

978-0-470-09932-2

World History For Dummies

978-0-7645-5242-7

FOOD, HOME, GARDEN, HOBBIES & HOME

Bridge For Dummies, 2nd Edition

978-0-471-92426-5

Coin Collecting For Dummies, 2nd Edition

978-0-470-22275-1

Cooking Basics For Dummies, 3rd Edition

978-0-7645-7206-7

Drawing For Dummies

978-0-7645-5476-6

Etiquette For Dummies, 2nd Edition

978-0-470-10672-3

Gardening Basics For Dummies*†

978-0-470-03749-2

Knitting Patterns For Dummies

978-0-470-04556-5

Living Gluten-Free For Dummies†

978-0-471-77383-2

Painting Do-It-Yourself For Dummies

978-0-470-17533-0

HEALTH, SELF-HELP, PARENTING & PETS

Anger Management For Dummies

978-0-470-03715-7

Anxiety & Depression Workbook For Dummies

978-0-7645-9793-0

Dieting For Dummies, 2nd Edition

978-0-7645-4149-0

Dog Training For Dummies, 2nd Edition

978-0-7645-8418-3

Horseback Riding For Dummies

978-0-470-09719-9

Infertility For Dummies†

978-0-470-11518-3

Meditation For Dummies, 2nd Edition

978-0-471-77774-8

Post-Traumatic Stress Disorder For Dummies

978-0-470-04922-8

Puppies For Dummies, 2nd Edition

978-0-470-03717-1

Thyroid For Dummies, 2nd Edition†

978-0-471-78755-6

Type 1 Diabetes For Dummies*†

978-0-470-17811-9

* Separate Canadian edition also available

† Separate U.K. edition also available

Available wherever books are sold. For more information or to order direct: U.S. customers visit www.dummies.com or call 1-877-762-2974. U.K. customers visit www.wiley.co.uk or call (0) 1243 843291. Canadian customers visit www.wiley.ca or call 1-800-567-4797.



INTERNET & DIGITAL MEDIA

AdWords For Dummies
978-0-470-15252-2

Blogging For Dummies, 2nd Edition
978-0-470-23017-6

Digital Photography All-in-One Desk Reference For Dummies, 3rd Edition
978-0-470-03743-0

Digital Photography For Dummies, 5th Edition
978-0-7645-9802-9

Digital SLR Cameras & Photography For Dummies, 2nd Edition
978-0-470-14927-0

eBay Business All-in-One Desk Reference For Dummies
978-0-7645-8438-1

eBay For Dummies, 5th Edition*
978-0-470-04529-9

eBay Listings That Sell For Dummies
978-0-471-78912-3

Facebook For Dummies
978-0-470-26273-3

The Internet For Dummies, 11th Edition
978-0-470-12174-0

Investing Online For Dummies, 5th Edition
978-0-7645-8456-5

iPod & iTunes For Dummies, 5th Edition
978-0-470-17474-6

MySpace For Dummies
978-0-470-09529-4

Podcasting For Dummies
978-0-471-74898-4

Search Engine Optimization For Dummies, 2nd Edition
978-0-471-97998-2

Second Life For Dummies
978-0-470-18025-9

Starting an eBay Business For Dummies, 3rd Edition†
978-0-470-14924-9

GRAPHICS, DESIGN & WEB DEVELOPMENT

Adobe Creative Suite 3 Design Premium All-in-One Desk Reference For Dummies
978-0-470-11724-8

Adobe Web Suite CS3 All-in-One Desk Reference For Dummies
978-0-470-12099-6

AutoCAD 2008 For Dummies
978-0-470-11650-0

Building a Web Site For Dummies, 3rd Edition
978-0-470-14928-7

Creating Web Pages All-in-One Desk Reference For Dummies, 3rd Edition
978-0-470-09629-1

Creating Web Pages For Dummies, 8th Edition
978-0-470-08030-6

Dreamweaver CS3 For Dummies
978-0-470-11490-2

Flash CS3 For Dummies
978-0-470-12100-9

Google SketchUp For Dummies
978-0-470-13744-4

InDesign CS3 For Dummies
978-0-470-11865-8

Photoshop CS3 All-in-One Desk Reference For Dummies
978-0-470-11195-6

Photoshop CS3 For Dummies
978-0-470-11193-2

Photoshop Elements 5 For Dummies
978-0-470-09810-3

SolidWorks For Dummies
978-0-7645-9555-4

Visio 2007 For Dummies
978-0-470-08983-5

Web Design For Dummies, 2nd Edition
978-0-471-78117-2

Web Sites Do-It-Yourself For Dummies
978-0-470-16903-2

Web Stores Do-It-Yourself For Dummies
978-0-470-17443-2

LANGUAGES, RELIGION & SPIRITUALITY

Arabic For Dummies
978-0-471-77270-5

Chinese For Dummies, Audio Set
978-0-470-12766-7

French For Dummies
978-0-7645-5193-2

German For Dummies
978-0-7645-5195-6

Hebrew For Dummies
978-0-7645-5489-6

Ingles Para Dummies
978-0-7645-5427-8

Italian For Dummies, Audio Set
978-0-470-09586-7

Italian Verbs For Dummies
978-0-471-77389-4

Japanese For Dummies
978-0-7645-5429-2

Latin For Dummies
978-0-7645-5431-5

Portuguese For Dummies
978-0-471-78738-9

Russian For Dummies
978-0-471-78001-4

Spanish Phrases For Dummies
978-0-7645-7204-3

Spanish For Dummies
978-0-7645-5194-9

Spanish For Dummies, Audio Set
978-0-470-09585-0

The Bible For Dummies
978-0-7645-5296-0

Catholicism For Dummies
978-0-7645-5391-2

The Historical Jesus For Dummies
978-0-470-16785-4

Islam For Dummies
978-0-7645-5503-9

Spirituality For Dummies, 2nd Edition
978-0-470-19142-2

NETWORKING AND PROGRAMMING

ASP.NET 3.5 For Dummies
978-0-470-19592-5

C# 2008 For Dummies
978-0-470-19109-5

Hacking For Dummies, 2nd Edition
978-0-470-05235-8

Home Networking For Dummies, 4th Edition
978-0-470-11806-1

Java For Dummies, 4th Edition
978-0-470-08716-9

Microsoft® SQL Server™ 2008 All-in-One Desk Reference For Dummies
978-0-470-17954-3

Networking All-in-One Desk Reference For Dummies, 2nd Edition
978-0-7645-9939-2

Networking For Dummies, 8th Edition
978-0-470-05620-2

SharePoint 2007 For Dummies
978-0-470-09941-4

Wireless Home Networking For Dummies, 2nd Edition
978-0-471-74940-0

OPERATING SYSTEMS & COMPUTER BASICS

iMac For Dummies, 5th Edition

978-0-7645-8458-9

Laptops For Dummies, 2nd Edition

978-0-470-05432-1

Linux For Dummies, 8th Edition

978-0-470-11649-4

MacBook For Dummies

978-0-470-04859-7

Mac OS X Leopard All-in-One

Desk Reference For Dummies

978-0-470-05434-5

Mac OS X Leopard For Dummies

978-0-470-05433-8

Macs For Dummies, 9th Edition

978-0-470-04849-8

PCs For Dummies, 11th Edition

978-0-470-13728-4

Windows® Home Server For Dummies

978-0-470-18592-6

Windows® Server 2008 For Dummies

978-0-470-18043-3

Windows® Vista All-in-One

Desk Reference For Dummies

978-0-471-74941-7

Windows® Vista For Dummies

978-0-471-75421-3

Windows® Vista Security

For Dummies

978-0-470-11805-4

SPORTS, FITNESS & MUSIC

Coaching Hockey For Dummies

978-0-470-83685-9

Coaching Soccer For Dummies

978-0-471-77381-8

Fitness For Dummies, 3rd Edition

978-0-7645-7851-9

Football For Dummies, 3rd Edition

978-0-470-12536-6

GarageBand For Dummies

978-0-7645-7323-1

Golf For Dummies, 3rd Edition

978-0-471-76871-5

Guitar For Dummies, 2nd Edition

978-0-7645-9904-0

Home Recording For Musicians

For Dummies, 2nd Edition

978-0-7645-8884-6

iPod & iTunes For Dummies, 5th Edition

978-0-470-17474-6

Music Theory For Dummies

978-0-7645-7838-0

Stretching For Dummies

978-0-470-06741-3

Get smart @ dummies.com®

- Find a full list of Dummies titles
- Look into loads of FREE on-site articles
- Sign up for FREE eTips e-mailed to you weekly
- See what other products carry the Dummies name
- Shop directly from the Dummies bookstore
- Enter to win new prizes every month!

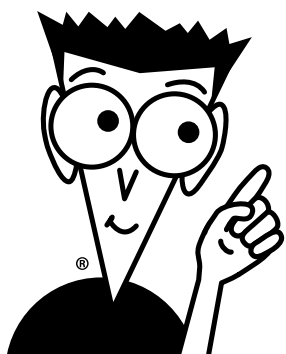
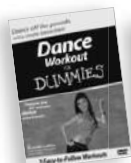


* Separate Canadian edition also available

† Separate U.K. edition also available

Available wherever books are sold. For more information or to order direct: U.S. customers visit www.dummies.com or call 1-877-762-2974. U.K. customers visit www.wiley.co.uk or call (0) 1243 843291. Canadian customers visit www.wiley.ca or call 1-800-567-4797.

Do More with Dummies Products for the Rest of Us!



**DVDs • Music • Games • DIY • Crafts
Consumer Electronics • Software
Hobbies • Cookware • and more!**

Check out the Dummies Product Shop at
www.dummies.com for more information!



Just the critical concepts you need for cramming, homework help, and reference

Whether you're cramming, you're studying new material, or you just need a refresher, this compact guide gives you a concise, easy-to-follow review of the most important concepts covered in a typical Algebra I course. Free of review and ramp-up materials, it lets you skip right to the parts where you need the most help. It's that easy!

- **Set the scene** — *get the lowdown on everything you'll encounter in algebra, from words and symbols to decimals and fractions*
- **Plant your roots (and exponents)** — *find out how powers and roots factor into algebra problems*
- **Play by the rules** — *follow alongside easy-to-grasp explanations to solve linear, quadratic, and cubic equations*
- **Get a grip on graphing** — *learn how to graph a line, incorporate intercepts, and compute slopes*
- **Tell a story** — *discover how to use algebra to solve everyday problems, from making sense of financial investments to calculating distance formulas*



Open the book and find:

- Quick, focused lessons on key topics
- The basic rules of algebra
- How to change decimals to fractions (and vice versa)
- Guidance on getting numbers and variables to cooperate
- Tips for facing the factoring method
- When to use FOIL
- How to work with inequalities
- Sample equations for you to test your skills
- Warning signs of algebraic pitfalls

Go to **Dummies.com**[®] for videos, step-by-step photos, how-to articles, or to shop!

For Dummies[®]
A Branded Imprint of



\$9.99 US / \$11.99 CN / £6.99 UK

ISBN 978-0-470-61834-9



Mary Jane Sterling is professor of mathematics at Bradley University. She is the author of many books including *Algebra I For Dummies, 2nd Edition* and *Algebra Workbook For Dummies*.