

%

put the % over  
100  
↑

$5\% = \frac{5}{100} = \frac{1}{20}$

Convert a %  
to a fraction

Increase/Decrease  
a number by a %

Increase  
60 by 15%  
 $60 \times 1.15$   
 $= 69$

Decrease  $\frac{106}{85}$   
 $60 \times 15\%$   
 $60 \times .85$   
 $= 51$

Percentages  
%

Convert a  
% to a  
decimal

Divide by 100  $\Rightarrow 5\% = \frac{5}{100} = 0.05$

Given a  
% of a  
number  
Find the  
number

Eg. 15% of a  
number is  
12. Find the  
number

$15\% = 12$

$1\% = \frac{12}{15} = .8$

$100\% = .8 \times 100$   
 $= 80$

Write one  
number as  
% of another

Write 24 as  
a % of 60

$\Rightarrow \frac{24}{60} \times 100 = 40\%$

Find the % of a number

Find 24% of 72

$\Rightarrow 24\% \times 72 = 17.28$

NOTE: OF means  
you multiply.