Logo

Description automatically generated

**FUNCTIONAL SKILLS**

Maths Level 1



**Area: Numbers and the number system**

Criterion: 12. Approximate by rounding to a whole number or to one or two decimal places

**Rounding to the nearest whole number**

Rounding means making a number simpler, while keeping it close to the original number’s value. It is useful when calculating more complex numbers.

When rounding to the nearest whole number, there are 2 steps:

1. Look at the tenths digit. This is the first number after the decimal point.
2. Decide whether to round up or down.

If the tenths digit is 5 or more, round the number up.

If the tenths digit is 4 or less, the number stays the same.

Remember: it does not matter how many digits there are after the tenths.

**Question 1**

Round 14.3 to the nearest whole number.

*1 mark*

|  |
| --- |
|  |

**Question 2**

Round 156.36 to the nearest whole number.

*1 mark*

|  |
| --- |
|  |

**Question 3**

Round 34.99 to the nearest whole number.

*1 mark*

|  |
| --- |
|  |

**Rounding to 1 decimal place**

When rounding to 1 decimal place, there are 2 steps:

1. Look at the hundredths digit. This is the second number after the decimal point.
2. Decide whether to round up or down.

If the hundredths digit is 5 or more, round the number up.

If the hundredths digit is 4 or less, the number stays the same.

**Question 4**

Round 134.65 to 1 decimal place.

*1 mark*

|  |
| --- |
|  |

**Question 5**

Round 3.847 to 1 decimal place.

*1 mark*

|  |
| --- |
|  |

**Question 6**

Calculate 86.42 - 13.33 by rounding each number to 1 decimal place.

*2 marks*

|  |
| --- |
|  |

**Rounding to 2 decimal places**

When rounding to 2 decimal places, there are 2 steps:

1. Look at the thousandths digit. This is the third number after the decimal point.
2. Decide whether to round up or down.

If the thousandths digit is 5 or more, round the number up.

If the thousandths digit is 4 or less, the number stays the same.

**Question 7**

Round 46.473 to 2 decimal places.

*1 mark*

|  |
| --- |
|  |

**Question 8**

Calculate 46.436 + 85.354 by rounding each number to 2 decimal places.

*1 mark*

|  |
| --- |
|  |

**Question 9**

Alex says that 13.499 rounded to 2 decimal places is 13.5. Are they correct?   
Explain your answer.

*1 mark*

|  |
| --- |
|  |

**Exam practice 1**

You work for a grocery store. A bag of apples costs £2.35. In an average week, you sell 126 bags of apples. There are 52 weeks in a year. Estimate the yearly income from apple sales.

(3 marks)

|  |
| --- |
|  |

**Answers**

**Rounding to the nearest whole number**

**Question 1**: 14.3 ≈ 14

**Question 2**: 156.36 ≈ 156

**Question 3**: 34.99 ≈ 35

**Rounding to 1 decimal place**

**Question 4**: 134.65 ≈ 134.7

**Question 5**: 3.847 ≈ 3.8

**Question 6**: Round 86.42 to 86.4 and 13.33 to 13.3 for 1 mark.

For the second mark, subtract the rounded numbers: 86.4 - 13.3 = 73.1.

**Rounding to 2 decimal places**

**Question 7**: 46.473 ≈ 46.47

**Question 8**: Round 46.436 to 46.44 and 85.354 to 85.35 for 1 mark.

For the second mark, add the rounded numbers: 46.44 + 85.35 = 131.79.

**Question 9**: Alex is correct. The 9 in the thousandths place would cause the hundredths to round up. As the hundredths is already a 9, it would cause the tenths to increase from 4 to 5. There is no need to write 13.50. 13.5 is correct.

**Exam practice question 1**

You work for a grocery store. A bag of apples costs £2.35. In an average week, you sell 126 bags of apples. There are 52 weeks in a year. Estimate the yearly income from apple sales.

Learners gain 1 mark for using the correct method to estimate the income per week.

£2.35 ≈ £2

126 ≈ 120

£2 x 120 = £240

Learners gain 1 mark for using the correct method to calculate the yearly income.

52 ≈ 50

Learners gain 1 mark for correctly estimating the yearly income.

£240 x 50 = £12,000

**Your functional skills exam**

Your functional skills exams will consist of 2 papers.   
These papers will take place over the following time periods:

* Calculator paper – 40 minutes
* Non-calculator – 1 hour 50 minutes

Further information on the format that your test will take can be obtained from your training provider.

**Hints and tips**

* Find out what format your exam will be in. It may be paper-based   
  or on-screen.
* Plan what you are going to revise in advance. Don’t leave it until the last minute.
* Do as many past papers as you can so you are prepared for the day. If possible, try to complete the past papers following the same format as the actual exam.
* Find a quiet place to study and revise. It helps to sit at a table or a desk, don’t revise in bed.
* Don’t stay up all night revising the night before your exam. It’s important to have a good rest so you feel refreshed and ready to go.
* Read the question 3 times. The first time to ensure you understand what is being asked, the second time to get an understanding of what you need to do, and a third time to figure out exactly what maths techniques you should be applying.
* If you are struggling with a question, skip it and come back to it later. Try not to sit getting worked up about a difficult question, it will only waste exam time. Move on and come back to it after you have answered the other questions.
* Take note of the number of marks available. This will give you an indication of how much working out you must show. For example, 1 mark will need an answer only and more marks will need you to show your working out.
* When you’ve finished the exam, go back and check your answers. If you still have time remaining, use it to check your answers and when you have checked your answers check them again.