Work Out Numeracy

Ted Penketh

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How to Use this Book

The aim of this book is to provide a working knowledge of basic mathematics and, at the same time, to concentrate on essential topics that occur in first-level examinations.

The book has sufficient material to cover the syllabus for NCVQ Core Skills Levels 1 and 2, Application of Number, and City and Guilds and GCSE Numeracy examinations; also, GCSE candidates who are looking for a medium grade will find plenty of help in this book.

The methods used for each chapter are similar: a brief revision or statement of facts for the heading given; a large number of worked examples to cover all levels of the examinations mentioned; and numerous exercises and multiple choice questions to meet the ever-increasing demand for those asking for more practice. Where any question proves difficult it can be answered by careful reference to the worked examples.

To keep pace with everyday life the sections on percentages and graphs have been increased considerably. Many worked examples reflect up-to-date changes and conditions, while all exercises and multiple choice questions are new.

Significant changes have been made in this second edition, with much additional material to satisfy the changing demands of first examinations. Opportunity has been taken also to bring the use of the calculator into operation after appropriate chapters, and guidance is given where this is applicable. I am very grateful to those who have written making suggestions along these lines.

Mathematics is an enjoyable subject, not something of which to be frightened, and it is hoped that this book will go some way to being a springboard for higher things.

Ted Penketh
September 1995

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