

Step 1) Count the number of decimal places the decimal has.

Step 2) Put a 1 and the number of zeros that there are decimal places for the denominator of the fraction. If you have 2 decimal places, the denominator would be 100. If you have 4 decimal places, the denominator would be 10000.

Step 3) The decimal digits now become the numerator.

Step 4) Optional – you can reduce this fraction to its simplest form.

0.75 – There are two decimal places.

$\frac{75}{100}$  So we put a 1 and two zeros for the denominator. Then 75 is the numerator.

Finally, we can reduce the fraction. What number can we divide both 75 and 100 by?

$$\frac{75}{100} \div 5 = \frac{15}{20}$$

Can we reduce the fraction even more?  
What number can we divide both 15 and 20 by?

$$\frac{15}{20} \div \quad =$$