Definitions

Terms	Coefficient	Constant Term	Variables
eg: In 3t-8+2,	eg: In 2p,	eg: In 3g+2r-10,	eg: In 16a,
3x, -8, 2	2	-10	a
eg: In 4f-29,	eg: In -k,	eg: In 13+4j-9,	eg: In -x^{2}y,
4f, 29	-1	13, -9	x^{2}y

Like & Unlike Terms

Like Terms	Unlike Terms
Have identical variable parts	Do not have identical variable parts
eg: 1f, 4f	eg: -ab^6, a^{6}b
eg: -4, 20	eg: 6c, 12j
eg: -p^{3}q, 8p^{3}q	eg: 15w, 15

Expansion

eg: 5 (u+7) = 5u+35

eg: -36 (3-2k) = (-108)+72k

Factorising

eg: 2d+4 = 2(d+2)

eg: 11bc+33bd = 11b(c+3d)

eg: 3a(2x-5)-4(2x-5) = (2x-5)(3a-4)

* Take Note *

eg: 8p-5+6 = 8p+1   eg: x-(12x-4) = x-12x+4