Cheat Sheet

Standards of Measure

Metric	English		
Volume			
1 cubic centimeter = 1 milliliter	30 milliliters = 1 ounce		
1,000 milliliters = 1 liter	8 ounces = 1 cup		
	2 cups = 1 pint		
	2 pints = 1 quart		
	4 quarts = 1 gallon		
Weight			
1,000 milligrams = 1 gram	16 ounces = 1 pound		
100 centigrams = 1 gram	2.2 pounds = 1 kilogram		
1,000 grams = 1 kilogram	2,000 pounds = 1 ton		
1,000 kilograms = 1 ton			
Distance			
10 millimeters = 1 centimeter	12 inches = 1 foot		
2.54 centimeters = 1 inch	3 feet = 1 yard		
100 centimeters = 1 meter	5, 280 feet = 1,760 yards = 1 mile		
1,000 meters = 1 kilometer			

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Cheat Sheet

Conversions between Standard and Metric Systems

The table shows the common conversions of length, volume, and weight between the standard and metric systems.

Measurement	Conversion
Centimeters (cm) and inches (in.)	2.54 centimeters equals 1 inch
Meters (m) and feet (ft.)	1 meter equals 3.28 feet
Kilometers (km) and miles (mi.)	1.61 kilometers equals 1 mile
Quarts (qt.) and liters (L)	1.06 quarts equals 1 liter
Liters (L) and gallons (gal.)	3.79 liters equals 1 gallon
Grams (g) and ounces (oz.)	28.3 grams equals 1 ounce
Kilograms (kg) and pounds (lb.)	1 kilogram equals 2.2 pounds

STEP BY STEP

How To Convert Between Standard and Metric Systems

1

Choose the appropriate conversion factor within each system, if necessary.

2

Choose the appropriate conversion factor from the standard and metric conversion.

3

Multiply and simplify to the nearest hundredth.

EXAMPLE

12in x $\frac{2.54 \text{cm}}{1 \text{in}}$ = 30.48 cm

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PREFIXES

Prefix	Meaning	Example
auto	self	autography
con	with	conclude
hydro	water	hydrate
im, in, non, un	not	unimportant
inter	between	international
mis	incorrect, badly	mislead
over	too much	over-stimulate
post	after	postpone
pre	before	preview
re	again	rewrite
sub	under, below	submarine
trans	across	transcribe

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CHEAT SHEET

Measurement	Conversion
Pints (pt.) and fluid ounces (fl. oz.)	1 pint equals 16 fluid ounces
Quarts (qt.) and pints (pt.)	1 quart equals 2 pints
Quarts (qt.) and gallons (gal.)	1 gallon equals 4 quarts

Measurement	Conversion
Milligrams (mg) and grams (g)	1,000 milligrams equals 1 gram
Centigrams (cg) and grams (g)	100 centigrams equals 1 gram
Kilograms (kg) and grams (g)	1 kilogram equals 1,000 grams
Metric tons (t) and kilograms (kg)	1 metric ton equals 1,000 kilograms

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Cheat Sheet for

Types of Analogies

Type of Analogy	Relationship	Example
Synonyms	Two words with the same meaning	Beginner : Novice:: Expert : Pro
Antonyms	Two words with the opposite meaning	Hot : Cold :: Up : Down
Part/Whole	One word is a part of another word	Stars : Galaxy :: Pages : Book
Cause/Effect	One word describes a condition or action, and the other describes an outcome	Tornado : Damage :: Joke : Laughter
Object/Function	One word describes something, and the other word describes what it's used for	Needle : Sew :: Saw : Cut
Category/Type	One word is a general category, and the other is something that falls in that category	Music : Folk :: Dance : Ballet
Performer/Related Action	One word is a person or object, and the other words is the action he/she/it commonly performs	Thief : Steal :: Surgeon : Operate
Degree of Intensity	These words have similar meanings, but one word is stronger or more intense than the other	Glad : Elated :: Angry : Furious

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