

Rounding off numbers

<p>If the first figure dropped is less than 5 the last figure kept should be <u>unchanged</u></p>	<p>to keep one decimal: 9.244 → 9.2</p>
<p>If the first figure dropped is greater than 5 the last figure kept should be <u>increased by 1</u></p>	<p>to keep two decimals: 2.7877 → 2.79 3.996 → 4.00</p>
<p>If the first figure dropped is 5, and all the figures following the 5 are zero <i>or</i> there are no figures after the 5 ⇒ the last figure kept should be <u>unchanged</u> if it is <u>even</u> ⇒ the last figure kept should be <u>increased by 1</u> if it is <u>odd</u></p>	<p>to keep one decimal: 7.4500 → 7.4</p> <p>to keep two decimals: 4.285 → 4.28 1.235000 → 1.24 1.995 → 2.00</p>
<p>If the first figure dropped is 5, and there are any non-zero figures following the 5 ⇒ the last figure kept should be <u>increased by 1</u></p>	<p>to keep one decimal: 8.8501 → 8.9</p> <p>to keep two decimals: 5.38500008 → 5.39</p>