

How to write fractions on Word

Writing fractions on Word will make it easier to represent the full magic.

Writing fractions on Word is one of the basic operations, similar to when we write the exponent, the upper index and the lower index on Word. For teachers of Mathematics or Chemistry, the task of inserting fractions on Word must often be done. We can enter fractions with simple expressions, or in complex mathematical expressions. The following article will guide you how to write fractions on Word.

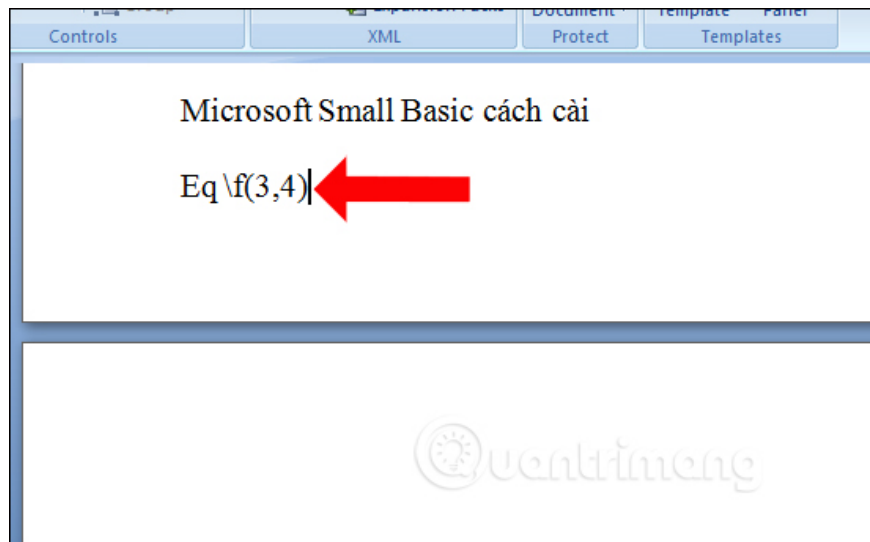
1. Instructions for creating caret in Google Docs
2. How to insert the C degree icon in Word, Excel?
3. Complete Word 2016 tutorial (Part 22): How to create a chart

Instructions for entering fractions on Word

Method 1: Write a fraction using the shortcut

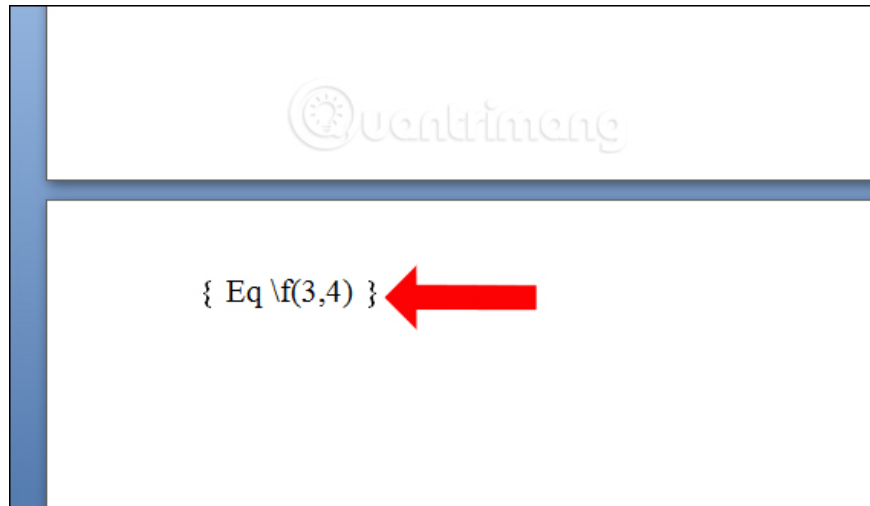
Step 1:

Click at the location where you want to enter the fraction, then enter **the formula eq f (3,4)** . **Notice that** after eq you need to enter a new space in the fraction element.



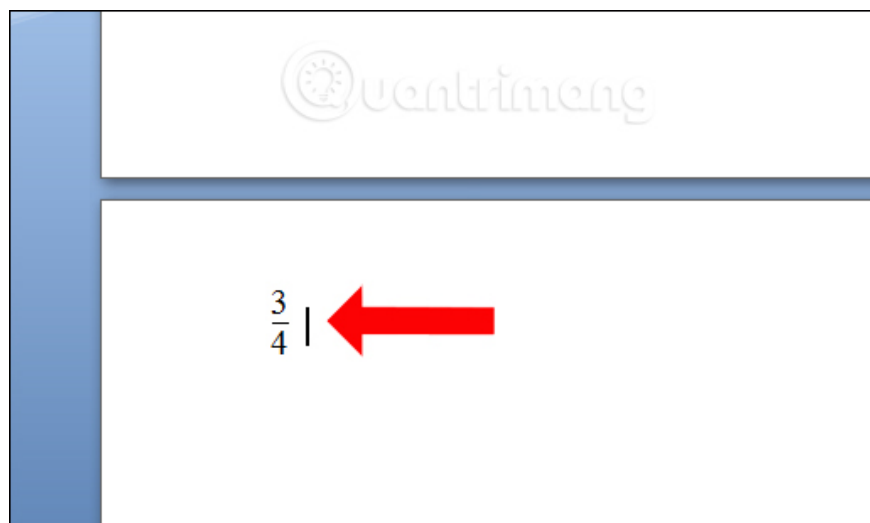
Step 2:

Continue to highlight the formula and press **Ctrl + F9** . Soon in the formula will display **additional curly braces** as shown.

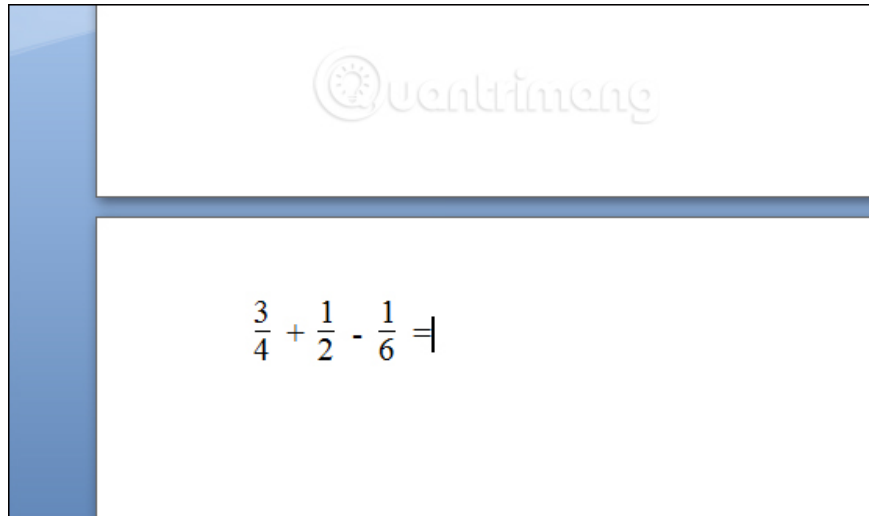


Step 3:

Black out the entire formula and press **Shift + F9** . Then the formula changes to a fraction as shown below. In case if you press Shift + F9 to not create a fractional result, then press Alt + F9 twice to create a fraction.



Now the user performs the above operation to enter the fraction into his calculation.



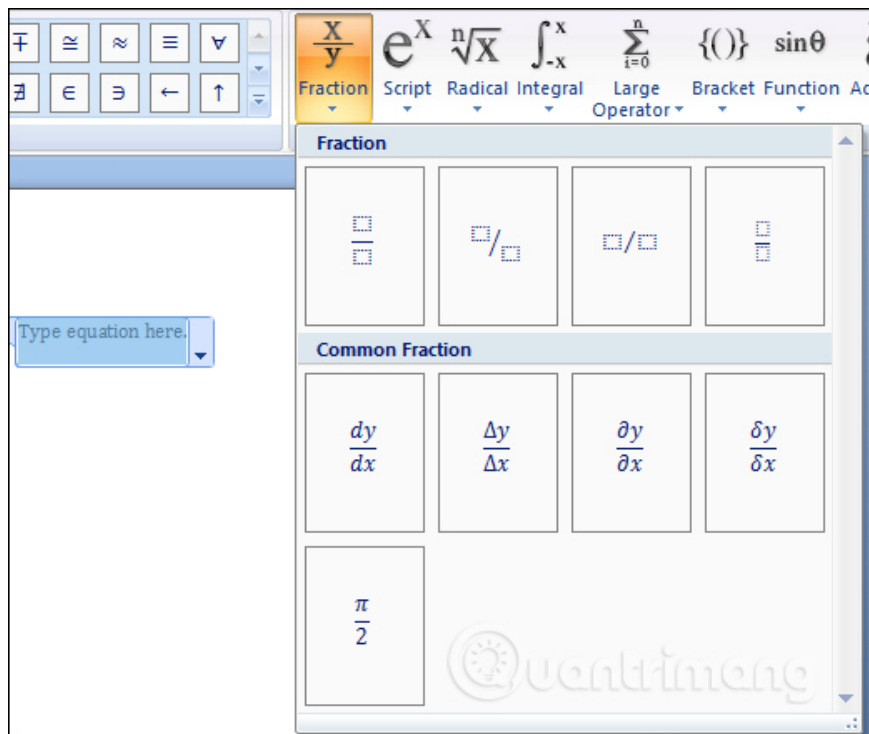
However, this method will only apply to users who enter the Math formula, or Chemistry with simple fractions, without complicated expressions. You can use it with different versions of Word.

If we need to present content with many different fractional expressions, we need to use Equation tool on Word.

Method 2: Write a fraction using Equation on Word

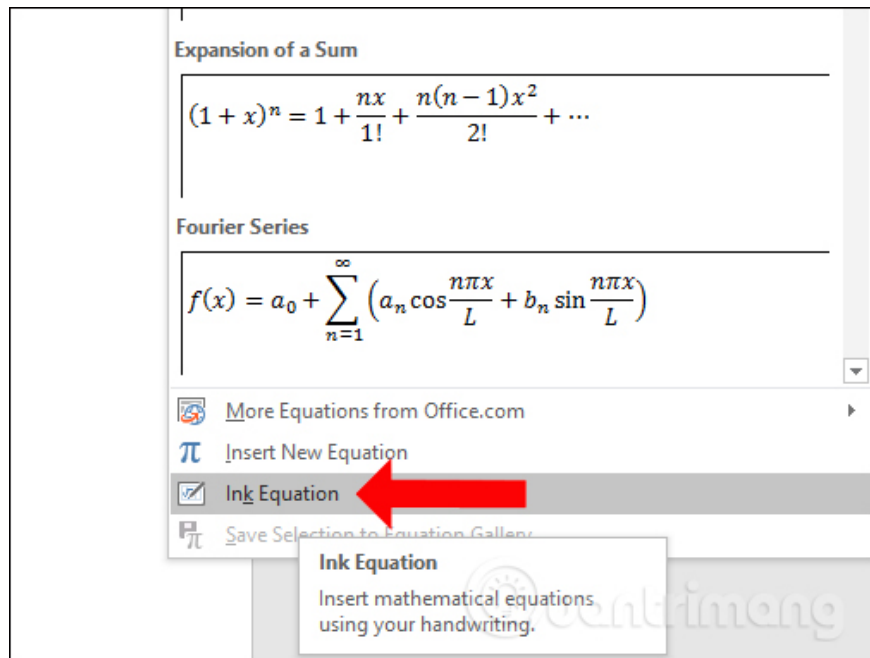
In Equation tools there are many mathematical expressions ranging from simple to complex, including writing fractions. The user selects the type of writing that he or she wants to use to enter Word content.

How to make detailed reference in the article [How to insert Math expressions on Word 2007](#).



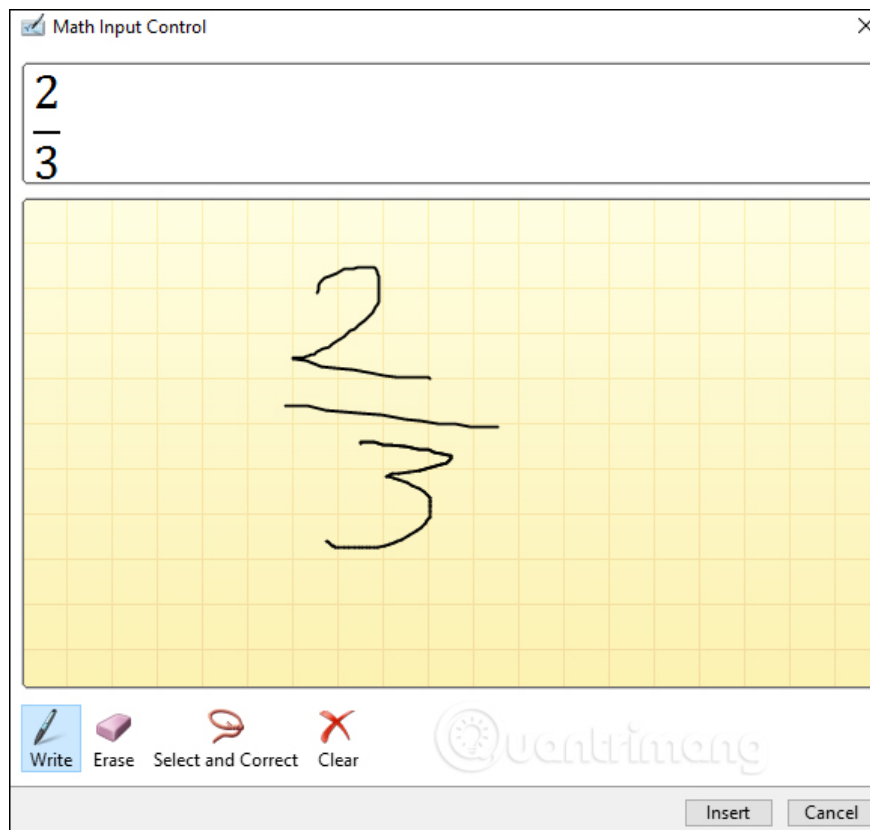
Method 3: Write a stool with a pen on Word

From Word 2016 onwards in Equation tool adds **Ink Equation** so users can write and draw directly the math expression that they need to enter in Word.



This will display a math formula drawing board as shown below. You just need to write the fraction you want to use and will see the preview above. If written incorrectly, you can use the delete tool below, or check the recipe if you suspect the accuracy when you write the content.

How to make details of the Ink Equation tool to write fractions and mathematical expressions read in the article [How to insert Math formulas in Word 2016](#).



Thus users have 3 different ways to enter fractions or mathematical expressions on Word. Each way will suit each version of Word, as well as the simplicity or complexity of the fraction expression to enter in Word content.

See more:

1. Useful tips on Microsoft Word 2016
2. How to recover a corrupted or lost Word 2016 document
3. Create a quick dot (.....) line in Microsoft Word

I wish you all success!

You finished reading the article "**How to write fractions on Word**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.