

# Help Sheets For Time



## Outcomes

### **Early Stage:**

I am aware of how routines and events in my world link with times and seasons, and have explored ways to record and display these using clocks, calendars and other methods. MNU 0-10a

### **1<sup>st</sup> Stage:**

I can tell the time using 12 and 24 hour clocks, explain how it impacts on my daily routine and ensure that I am organised and ready for events throughout my day. MNU 1-10a

I can use a calendar to plan and be organised for key events for myself and my class throughout the year. MNU 1-10b

I have begun to develop a sense of how long tasks take by measuring the time taken to complete a range of activities using a variety of timers. MNU 1-10c

### **2<sup>nd</sup> Stage:**

I can use and interpret electronic and paper-based timetables and schedules to plan events and activities and make time calculations as part of my planning. MNU 2-10a

I can carry out practical tasks and investigations involving timed events and can explain which unit of time would be most appropriate to use. MNU 2-10b

Using simple time periods, I can give a good estimate of how long a journey should take, based on my knowledge of the link between time, speed and distance. MNU 2-10c

## A Guide to: Telling the time on a analogue clock(hours)

**Example:** What time is it?



Step 1: Identify what the long hand is pointing to  
The long (minute) hand is pointing to 12  
This means that it is an 'o'clock time'

Step 2: Now identify what the short hand is pointing to  
The short (hour) hand is pointing to 11  
The time is 11 o'clock

Time Language:

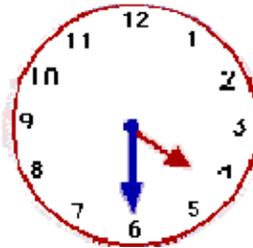
After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

Step 3: Record and say the answer

Step 4: Check your answer

## A Guide to: Telling the time on an analogue clock (half-past)

**Example:** What time is it?



Step 1: Identify what the long (minute) hand is pointing to  
The long (minute) hand is pointing to 6  
This means that it is 'half past'

Step 2: Now identify what the short (hour) hand is pointing to  
The short (hour) hand has past the 4  
The time is half past 4

Time Language:

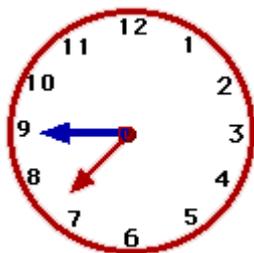
After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

Step 3: Record and say the answer

Step 4: Check your answer

## A Guide to: Telling the time on a analogue clock (quarter to)

**Example:** What time is it?



Step 1: Identify what the long hand is pointing to  
The long (minute) hand is pointing to 9  
This means that it is 'quarter to' or 15 minutes to

Step 2: Now identify what the short hand is pointing to  
The short (hour) hand has passed 7 and is just before 8  
The time is quarter to 8 or 15 minutes to 8

Step 3: Record and say the answer

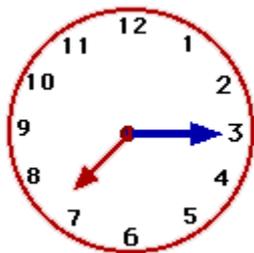
Step 4: Check your answer

Time Language:

After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

## A Guide to: Telling the time on an analogue clock (quarter past)

**Example:** What time is it?



Step 1: Identify what the long hand is pointing to  
The long (minute) hand is pointing to 3  
This means that it is 'quarter past' or 15 minutes past  
Remind children that the 15 comes from 'a quarter of 60 minutes' in one hour

Step 2: Now identify what the short hand is pointing to  
The short (hour) hand has just past the 7  
The time is quarter past 7 or 15 minutes past 7

Step 3: Record and say the time

Step 4: Check your answer

Time Language:

After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

## A Guide to: Telling the time on a analogue clock (minutes to)

**Example:** What time is it?



Step 1: Identify what the long (minute) hand is pointing to  
If you count back from the o'clock position, it is 10 minutes to the hour  
This time is 10 minutes to the hour

Step 2: Now identify what the short (hour) hand is pointing to  
The short (hour) hand is pointing to 7  
The time is 10 minutes to 7

Step 3: Record and say the answer

Step 4: Check your answer

Time Language:  
After, before, o'clock, half past, quarter  
past, quarter to, hour, minute, digital  
clock, analogue clock, how long,  
minutes before, after

## A Guide to: Telling the time on an analogue clock (minutes past)

**Example:** What time is it?



Step 1: Identify what the long (minute) hand is pointing to  
If you count on from the o'clock position, it is 20 minutes past  
The time is 20 minutes past the hour

Step 2: Now identify what the short (hour) hand is pointing to  
The short (hour) hand is pointing to 11  
The time is 20 minutes past 11

Step 3: Record and say the time

Step 4: Check your answer

Time Language:  
After, before, o'clock, half past, quarter  
past, quarter to, hour, minute, digital  
clock, analogue clock, how long,  
minutes before, after

## A Guide to: Writing digital times

**Example:** Write this time in digital time?



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6 : 50

Step 1: Identify what the long (minute) hand is pointing to  
The long (minute) hand is 10 minutes from the o'clock position  
There are 60 minutes in an hour. 60 minus 10 equals 50

Step 2: Now identify what the short (hour) hand is pointing to  
The short (hour) hand is past 6 o'clock but not yet at 7 o'clock.  
The time is 6:50

Step 3: Record, say and check the answer

Time Language:

After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

## A Guide to: Writing digital times

**Example:** Write this time in digital time?



=

11 : 20

Step 1: Identify what the long (minute) hand is pointing to  
If you count on from the o'clock position, it is 20 minutes past  
The time is 20 minutes past the hour

Step 2: Now identify what the short (hour) hand is pointing to  
The short (hour) hand has just past 11  
The time is 11 : 20

Step 3: Record, say and check the time

Time Language:

After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

## A Guide to: Calculating time durations

**Example:** A film starts at 4.30pm and finishes at 7.15pm. How long does the film last?

Step 1: 4.30pm until 5.00pm = 30 minutes

Step 2: 5.00pm until 7.00pm = 2 hours

Step 3: 7.00pm until 7.15pm = 15 minutes

Step 4: 2 hours + 30 minutes + 15 minutes = 2 hours 45 minutes

Step 5: Record and say the answer

Time Language:

After, before, o'clock, half past, quarter past, quarter to, hour, minute, digital clock, analogue clock, how long, minutes before, after

**Another Example:** The train left Aberdeen station at 3.20pm and the journey lasted one and half-hour. When did the train arrive at its destination?

Step 1: 3.20pm + 30 minutes = 3.50 pm

Step 2: 3.50pm + 1 hour = 4.50 pm

Step 3: Record, say and check the answer