



## 2 - Addition & Subtraction

Addition: Example: 369 + 27

- 1) Write down all of the column headings you will need, and put the sum beneath the columns by separating the number into (for example) hundreds, tens and units.

$$\begin{array}{r}
 \text{H T U} \\
 369 \\
 + 27 \\
 \hline
 396 \\
 \hline
 \end{array}$$

$$369 + 27 = \boxed{396}$$

- 2) Add from the right hand column (the units here) and move left one column at a time.
- 3) Be careful if you need to carry anything over, and put the small number below the next column to the left...DON'T FORGET TO ADD IT TO THE OTHER NUMBERS IN THE NEW COLUMN THOUGH!

**Note:** A question asking you to “find the sum of” a list of numbers just wants you to add them up.

### Vocabulary

- Addition
- Subtraction
- Hundreds
- Tens
- Units
- Column

Subtraction: Example: 240 - 162

- 1) Write down all of the column headings you will need, and put the sum beneath the columns by separating the number into (for example) hundreds, tens and units.

$$\begin{array}{r}
 \text{H T U} \\
 \rightarrow 240 \\
 - 162 \\
 \hline
 78 \\
 \hline
 \end{array}$$

$$240 - 162 = \boxed{78}$$

- 2) Subtract from the right hand column (the units here) and move left one column at a time.
- 3) Be careful – you might need to borrow from the column ‘next door’ (to the left). In our example, we would begin with 0 – 2, which is impossible so we borrow from the tens column (making the 4 go down to a 3) and use it to make our 0 into a <sup>1</sup>0 (ten). Now, it’s 10 – 2, which is 8. Continue like that, always borrowing from the next column to the left.

**Note:** A question asking you to “find the difference of” two numbers just wants you to subtract them.

### Linked Prior Topics

- Place Value

### Linked Future Topics

- Adding and subtracting with negative numbers.
- Adding and subtracting with decimals.