## ADDITION AND SUBTRACTION

## What Is Addition and Subtraction?

Addition is combining two or more numbers. The term used for addition is plus. When two or more numbers, or addends, are combined they form a new number called a sum.

Subtraction is "taking away" one number from another number. The term is minus. The number left after subtracting is called a difference.

## How to Add and Subtract




## Subtraction

1. Line up the numbers so the digits with the same place value are in the same columns.
2. Subtract the ones. Regroup if necessary.
3. Subtract the tens. Regroup if necessary.
4. Subtract the hundreds.

Regrouping, or borrowing, is used when the $2^{\text {nd }}$ number is larger than the $1^{\text {st }}$ number in a subtraction problem. Borrowing means to take a group of tens from the next greatest place to make the number great enough to complete the subtraction problem.


## Subtraction



