

**MATHS LANGUAGE AND FORMAT USED FOR TEACHING OPERATIONS
IN THIRD / FOURTH CLASS**

SUBTRACTION - 3 Digits

For subtraction it is important that children leave enough space above and below the sum (also a box between headings). It is especially important that children write one digit **only** in each square.

THE WAY SUBTRACTION IS TAUGHT

<i>Example 1</i>			
Step	Method	Sum	Words Used
1	<ul style="list-style-type: none"> • Like addition clear line of each hundreds, tens, units. • One digit per box, start with units. 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 2 \quad 3 \quad 9 \\ - \quad 1 \quad 2 \quad 7 \\ \hline \end{array}$	<ul style="list-style-type: none"> • Minus • Take Away • Subtract • From
2	<ul style="list-style-type: none"> • Subtracting digits without renaming. • Take bottom from top digit (this works well because top digit is bigger). 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 2 \quad 3 \quad 9 \\ - \quad 1 \quad 2 \quad 7 \\ \hline \quad 2 \quad \end{array}$	<ul style="list-style-type: none"> • 9 take away 7 leaves 2
3	<ul style="list-style-type: none"> • Tens column • Follow as above steps. 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 2 \quad 3 \quad 9 \\ - \quad 1 \quad 2 \quad 7 \\ \hline \quad 1 \quad 2 \end{array}$	<ul style="list-style-type: none"> • 3 take away 2 (thirty take away twenty) leaves 1(ten)
4	<ul style="list-style-type: none"> • Hundreds column 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 2 \quad 3 \quad 9 \\ - \quad 1 \quad 2 \quad 7 \\ \hline 1 \quad 1 \quad 2 \end{array}$	<ul style="list-style-type: none"> • 2 (hundred) take away 1 (hundred) leaves 1 (hundred).

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<i>Subtraction Example 2 - see also example at end of page 11</i>			
Step	Method	Sum	Words Used
1	<ul style="list-style-type: none"> • Start with units • Go to tens place • Rename • Subtract units 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 3 \quad 7 \quad 1 \\ - 1 \quad 8 \quad 9 \\ \hline \end{array}$ $\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 3 \quad ^6 7 \quad ^1 1 \\ - 1 \quad 8 \quad 9 \\ \hline 2 \end{array}$	<ul style="list-style-type: none"> • 1 take away 9, I cannot do. • Take one ten from 7 tens and give it to the units. • We now have six tens and eleven units. • 11 take away 9 equals 2.
2	<ul style="list-style-type: none"> • Go to tens place. • Go to hundreds place. • Rename 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ 3 \quad ^6 7 \quad ^1 1 \\ - 1 \quad 8 \quad 9 \\ \hline 2 \end{array}$ $\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ ^2 3 \quad ^{16} 7 \quad ^1 1 \\ - 1 \quad 8 \quad 9 \\ \hline 2 \end{array}$	<ul style="list-style-type: none"> • 6 (tens) take away 8 (tens) I cannot do. • Take 1 hundred from the 3 hundreds and give it to the tens. • We now have 2 hundreds and 16 tens.
3	<ul style="list-style-type: none"> • Subtract tens . • Subtract hundreds. 	$\begin{array}{r} \text{H} \quad \text{T} \quad \text{U} \\ ^2 3 \quad ^{16} 7 \quad ^1 1 \\ - 1 \quad 8 \quad 9 \\ \hline 1 \quad 8 \quad 2 \end{array}$	<ul style="list-style-type: none"> • 16 (tens) take away 8 (tens) equals 8 (tens) • 2 (hundreds) take away 1 (hundred) equals 1 (hundred)

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THE WAY SUBTRACTION IS TAUGHT

<i>Subtraction Example 3</i>																			
Step	Method	Sum	Words Used																
1	<ul style="list-style-type: none"> • Start with units. • Go to tens place. 	<table style="margin: auto; border-collapse: collapse;"> <tr><td></td><td style="text-align: center;">H</td><td style="text-align: center;">T</td><td style="text-align: center;">U</td></tr> <tr><td></td><td style="text-align: center;">4</td><td style="text-align: center;">0</td><td style="text-align: center;">3</td></tr> <tr><td style="text-align: right;">-</td><td style="text-align: center;">2</td><td style="text-align: center;">1</td><td style="text-align: center;">9</td></tr> <tr><td></td><td></td><td style="text-align: center;">—</td><td></td></tr> </table>		H	T	U		4	0	3	-	2	1	9			—		<ul style="list-style-type: none"> • 3 take away 9, I cannot do. • Go to tens place. • There are no tens.
	H	T	U																
	4	0	3																
-	2	1	9																
		—																	
2	<ul style="list-style-type: none"> • Go to hundreds place. • Rename. 	<table style="margin: auto; border-collapse: collapse;"> <tr><td></td><td style="text-align: center;">H</td><td style="text-align: center;">T</td><td style="text-align: center;">U</td></tr> <tr><td></td><td style="text-align: center;">³4</td><td style="text-align: center;">¹0</td><td style="text-align: center;">3</td></tr> <tr><td style="text-align: right;">-</td><td style="text-align: center;">2</td><td style="text-align: center;">1</td><td style="text-align: center;">9</td></tr> <tr><td></td><td></td><td style="text-align: center;">—</td><td></td></tr> </table>		H	T	U		³ 4	¹ 0	3	-	2	1	9			—		<ul style="list-style-type: none"> • Go to hundreds place. • Take 1 hundred from the 4 hundreds and give it to the tens. • We now have 3 hundreds in the hundreds place and 10 tens in the tens place.
	H	T	U																
	³ 4	¹ 0	3																
-	2	1	9																
		—																	
3	<ul style="list-style-type: none"> • Go to tens place. • Rename again. 	<table style="margin: auto; border-collapse: collapse;"> <tr><td></td><td style="text-align: center;">H</td><td style="text-align: center;">T</td><td style="text-align: center;">U</td></tr> <tr><td></td><td style="text-align: center;">³4</td><td style="text-align: center;">⁹0</td><td style="text-align: center;">¹3</td></tr> <tr><td style="text-align: right;">-</td><td style="text-align: center;">2</td><td style="text-align: center;">1</td><td style="text-align: center;">9</td></tr> <tr><td></td><td></td><td style="text-align: center;">—</td><td></td></tr> </table>		H	T	U		³ 4	⁹ 0	¹ 3	-	2	1	9			—		<ul style="list-style-type: none"> • We can now give 1 ten to the units. So, take 1 ten from the tens place and give it to the units. • We now have 9 tens and 13 units.
	H	T	U																
	³ 4	⁹ 0	¹ 3																
-	2	1	9																
		—																	
4	<ul style="list-style-type: none"> • Subtract units. • Subtract tens. • Subtract hundreds. 	<table style="margin: auto; border-collapse: collapse;"> <tr><td></td><td style="text-align: center;">H</td><td style="text-align: center;">T</td><td style="text-align: center;">U</td></tr> <tr><td></td><td style="text-align: center;">³4</td><td style="text-align: center;">⁹0</td><td style="text-align: center;">¹3</td></tr> <tr><td style="text-align: right;">-</td><td style="text-align: center;">2</td><td style="text-align: center;">1</td><td style="text-align: center;">9</td></tr> <tr><td></td><td style="text-align: center;">1</td><td style="text-align: center;">8</td><td style="text-align: center;">4</td></tr> </table>		H	T	U		³ 4	⁹ 0	¹ 3	-	2	1	9		1	8	4	<ul style="list-style-type: none"> • 13 take away 9 equals 4. • 9 (tens) take away 1 (ten) equals 8 (tens). • 3 (hundreds) take away 2 (hundreds) equals 1 (hundred).
	H	T	U																
	³ 4	⁹ 0	¹ 3																
-	2	1	9																
	1	8	4																

**MATHS LANGUAGE AND FORMAT USED FOR TEACHING OPERATIONS
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SUBTRACTION - 4 DIGITS

For subtraction it is important that children leave enough space above and below the sum (also a box between headings). It is especially important that children write one digit **only** in one square.

<i>Subtraction Example 1</i>																							
Step	Method	Sum	Words Used																				
1	<ul style="list-style-type: none"> • Like addition clear line for each thousands, hundreds, tens, units. • One digit per box. • Start with units. 	<table style="margin: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>4</td><td>8</td><td>5</td><td>7</td></tr> <tr><td>-</td><td>2</td><td>1</td><td>0</td></tr> <tr><td></td><td></td><td></td><td>2</td></tr> </table>	Th	H	T	U	4	8	5	7	-	2	1	0				2	<ul style="list-style-type: none"> • Minus • Take Away • Subtract • From • Rename • Swap 				
Th	H	T	U																				
4	8	5	7																				
-	2	1	0																				
			2																				
2	<ul style="list-style-type: none"> • Subtract units. • Take bottom digit from the top digit. (This example works fine because top number is bigger). 	<table style="margin: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>4</td><td>8</td><td>5</td><td>7</td></tr> <tr><td>-</td><td>2</td><td>1</td><td>0</td></tr> <tr><td></td><td></td><td></td><td>2</td></tr> <tr><td></td><td></td><td></td><td>5</td></tr> </table>	Th	H	T	U	4	8	5	7	-	2	1	0				2				5	<ul style="list-style-type: none"> • 7(units) take away 2 (units) equals 5 (units).
Th	H	T	U																				
4	8	5	7																				
-	2	1	0																				
			2																				
			5																				
3	<ul style="list-style-type: none"> • Subtract tens. 	<table style="margin: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>4</td><td>8</td><td>5</td><td>7</td></tr> <tr><td>-</td><td>2</td><td>1</td><td>0</td></tr> <tr><td></td><td></td><td></td><td>2</td></tr> <tr><td></td><td></td><td>5</td><td>5</td></tr> </table>	Th	H	T	U	4	8	5	7	-	2	1	0				2			5	5	<ul style="list-style-type: none"> • 5 (tens) take away 0 (tens) equals five (tens).
Th	H	T	U																				
4	8	5	7																				
-	2	1	0																				
			2																				
		5	5																				
4	<ul style="list-style-type: none"> • Subtract hundreds. 	<table style="margin: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>4</td><td>8</td><td>5</td><td>7</td></tr> <tr><td>-</td><td>2</td><td>1</td><td>0</td></tr> <tr><td></td><td></td><td></td><td>2</td></tr> <tr><td></td><td>7</td><td>5</td><td>5</td></tr> </table>	Th	H	T	U	4	8	5	7	-	2	1	0				2		7	5	5	<ul style="list-style-type: none"> • 8(hundreds) take away 1(hundred) equals 7 (hundreds)
Th	H	T	U																				
4	8	5	7																				
-	2	1	0																				
			2																				
	7	5	5																				
5	<ul style="list-style-type: none"> • Subtract thousands. 	<table style="margin: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>4</td><td>8</td><td>5</td><td>7</td></tr> <tr><td>-</td><td>2</td><td>1</td><td>0</td></tr> <tr><td></td><td></td><td></td><td>2</td></tr> <tr><td>2</td><td>7</td><td>5</td><td>5</td></tr> </table>	Th	H	T	U	4	8	5	7	-	2	1	0				2	2	7	5	5	<ul style="list-style-type: none"> • 4 (thousands) take away 2 (thousands) equals 2 (thousand)
Th	H	T	U																				
4	8	5	7																				
-	2	1	0																				
			2																				
2	7	5	5																				

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For subtraction it is important that children leave enough space above and below the sum (also a box between headings). It is especially important that children write one digit **only** in each square.

THE WAY SUBTRACTION IS TAUGHT

<i>Subtraction Example 2</i>																																											
Step	Method	Sum	Words Used																																								
1	<ul style="list-style-type: none"> Start with the units. Subtract units. 	<table style="margin-left: auto; margin-right: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>7</td><td>0</td><td>0</td><td>7</td></tr> <tr><td>-</td><td>3</td><td>7</td><td>5</td></tr> <tr><td></td><td></td><td></td><td>4</td></tr> <tr><td></td><td></td><td></td><td>3</td></tr> </table>	Th	H	T	U	7	0	0	7	-	3	7	5				4				3	<ul style="list-style-type: none"> 7 take away 4 equals 3 Now go to tens column. 																				
Th	H	T	U																																								
7	0	0	7																																								
-	3	7	5																																								
			4																																								
			3																																								
2	<ul style="list-style-type: none"> Go to tens column. Bottom number is bigger than top number means we must rename and take from column to the left. Go to hundreds. Go to thousands. Rename. 	<table style="margin-left: auto; margin-right: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>7</td><td>0</td><td>0</td><td>7</td></tr> <tr><td>-</td><td>3</td><td>7</td><td>5</td></tr> <tr><td></td><td></td><td></td><td>4</td></tr> <tr><td></td><td></td><td></td><td>3</td></tr> </table> <table style="margin-left: auto; margin-right: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>⁶7</td><td>¹⁰0</td><td>0</td><td>7</td></tr> <tr><td>-</td><td>3</td><td>7</td><td>5</td></tr> <tr><td></td><td></td><td></td><td>4</td></tr> <tr><td></td><td></td><td></td><td>3</td></tr> </table>	Th	H	T	U	7	0	0	7	-	3	7	5				4				3	Th	H	T	U	⁶ 7	¹⁰ 0	0	7	-	3	7	5				4				3	<ul style="list-style-type: none"> 0 take away 5. We cannot do. We go next door to hundreds. Nothing there so we have to go to the thousands. Take 1 (thousand) from the 7(thousands) and give it to the hundreds. We now have 6 thousands in the thousands place and 10 hundreds in the hundreds place.
Th	H	T	U																																								
7	0	0	7																																								
-	3	7	5																																								
			4																																								
			3																																								
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⁶ 7	¹⁰ 0	0	7																																								
-	3	7	5																																								
			4																																								
			3																																								
3	<ul style="list-style-type: none"> Rename again. Subtract tens. Subtract hundreds. Subtract thousands. 	<table style="margin-left: auto; margin-right: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>⁶7</td><td>⁹10</td><td>¹⁰0</td><td>7</td></tr> <tr><td>-</td><td>3</td><td>7</td><td>5</td></tr> <tr><td></td><td></td><td></td><td>4</td></tr> <tr><td></td><td></td><td></td><td>3</td></tr> </table> <table style="margin-left: auto; margin-right: auto;"> <tr><td>Th</td><td>H</td><td>T</td><td>U</td></tr> <tr><td>⁶7</td><td>⁹10</td><td>¹⁰0</td><td>7</td></tr> <tr><td>-</td><td>3</td><td>7</td><td>5</td></tr> <tr><td></td><td>3</td><td>2</td><td>5</td></tr> <tr><td></td><td></td><td>5</td><td>3</td></tr> </table>	Th	H	T	U	⁶ 7	⁹ 10	¹⁰ 0	7	-	3	7	5				4				3	Th	H	T	U	⁶ 7	⁹ 10	¹⁰ 0	7	-	3	7	5		3	2	5			5	3	<ul style="list-style-type: none"> We can now give 1 hundred to the tens. So, take 1 hundred from the hundreds place and give it to the tens. We now have 6 thousands, 9 hundreds, 10 tens and 7 units. 10 (tens) take away 5 (tens) equals 5 (tens). 9 (hundreds) take away 7 (hundreds) equals 2 (hundreds). 6 (thousands) take away 3 (thousands) equals 3 (thousands).
Th	H	T	U																																								
⁶ 7	⁹ 10	¹⁰ 0	7																																								
-	3	7	5																																								
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