

Addition and Subtraction

Key Vocabulary

Add 4-digit numbers

Subtract 4-digit numbers

column addition

column subtraction

digit

estimate

exchange

hundred(s)

thousand(s)

inverse

crossing the 10

crossing the 100

efficient

inverse

round

No exchange

$$\begin{array}{r} 5162 \\ +3427 \\ \hline 8589 \end{array}$$

Starting with the ones, add each column in turn.

One exchange

$$\begin{array}{r} 51\cancel{6}2 \\ +34\cancel{9}7 \\ \hline 86\cancel{5}9 \\ 1 \end{array}$$

Starting with the ones, add each column in turn. When adding

6 tens + 9 tens = 15 tens

= 1 hundred + 5 tens

Place 1 hundred under the hundreds answer and 5 tens in the answer.

Multiple exchanges

$$\begin{array}{r} 5864 \\ +3497 \\ \hline 9361 \\ 11 \end{array}$$

Starting with the ones, add each column in turn. Exchange tens, hundreds and/ or thousands as required.

No exchange

$$\begin{array}{r} 5789 \\ -3421 \\ \hline 2368 \end{array}$$

Starting with the ones, subtract each column in turn.

One exchange

$$\begin{array}{r} 1 \\ 5\cancel{7}49 \\ -34\cancel{7}1 \\ \hline 2278 \end{array}$$

Starting with the ones, subtract each column in turn. When subtracting 4 tens - 7 tens, exchange 1 hundred to make:

14 tens - 7 tens = 7 tens

Multiple exchanges

$$\begin{array}{r} 61\cancel{3}1 \\ 5\cancel{7}42 \\ -3476 \\ \hline 2266 \end{array}$$

Starting with the ones, subtract each column in turn. Exchange tens, hundreds and/ or thousands as required.

Efficient Subtraction

Calculate $6000 - 3617 = 2383$



Addition and Subtraction

Add and Subtract 1s, 10s, 100s, 1000s

Here is the number 3124



Add 2 thousands = 5124
Add 5 hundreds = 5624
Subtract 2 tens = 5604
Add 5 ones = 5609

Here is the number 6708

Thousands	Hundreds	Tens	Ones
6	7	0	8

Add 3 thousands = 9708
Subtract 4 hundreds = 9308
Add 5 tens = 9358
Subtract 7 ones = 9351

Crossing ones, tens or hundreds

5392 + 4 tens = 5432 crossing tens
5126 - 600 = 4526 crossing hundreds

When crossing ones, tens or hundreds, more than one digit will change.

Round to Estimate

$$1635 + 386 = 2021$$

Round to the nearest ten

$$1640 + 390 = 2030$$

Round to the nearest hundred

$$1600 + 400 = 2000$$

Both give a reasonable estimate,
but rounding the nearest ten is
more accurate.

$$9362 - 5729 = 3622$$

Round to the nearest hundred

$$9400 - 5700 = 3700$$

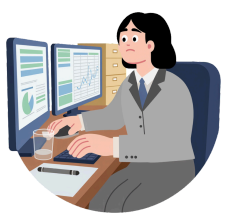
Round to the nearest thousand

$$9000 - 6000 = 3000$$

Rounding to the nearest
hundred is much more accurate in
this case.

What careers might this help with?

Data Administrator



A data administrator helps organise and manage important information for a company or organisation. They make sure data is accurate, up to date, and stored safely so it can be easily found and used when needed. They enter information into computer systems, check for mistakes, and update records. They may also help create reports, organise files, and support other team members by providing the information they need.

Games Tester



A games tester plays video games before they are released to make sure they work properly and are fun to play. They check for problems such as glitches, bugs, or parts of the game that do not work as they should. They carefully test different levels, controls, and features, then write reports to explain what they found. Games Testers help the game development team improve the game by spotting mistakes, checking that instructions make sense, and making sure players have a smooth and enjoyable experience.

Business Assistant



A Business Assistant helps a business stay organised and run smoothly each day. They support staff with tasks such as answering emails, organising documents, arranging meetings, and keeping records up to date. They may also help with orders, customer enquiries, schedules, and general office jobs. Business Assistants make sure information is easy to find, tasks are completed on time, and the team has the support they need to work well.