

Adding or Subtracting Decimals:

1. Make sure the _____ are lined up, like this:
2. Use _____ as place holders, so both numbers have the same number of digits, like this:
3. Now, add or subtract bringing the _____ straight down into the answer, like this:

Multiplying Decimals:

1. Multiply as if there were no decimal in the number, like this:
2. Count the total number of digits to the right of the _____ in both numbers, like this:
3. Start. at the right of the answer. Move _____ past as many digits as the total number of digits you counted in step 2 above. Place the decimal there.

Dividing Decimals:

1. Move the decimal in the divisor to the far right of that _____, like this:
2. Move the _____ in the dividend the same Number of places you moved the decimal in step 1, like this:
3. Now, place a _____ straight up from the dividend to the quotient, like this:
4. Use the long division algorithm to find the quotient like this: