## Task Planner for Column Subtraction

| Step | What to do | How it should look (for 282-57 | $\checkmark$ |
| :---: | :---: | :---: | :---: |
| 1 | Write the first number (one digit in each box). |    <br> 2882   <br>    <br>    |  |
| 2 | Write the other number underneath. (Make sure you put units under units, tens under tens and so on). | 28 2  <br>  5 7 <br>    |  |
| 3 | Write the - symbol. | 282 <br> $-\quad 57$ |  |
| 4 | Draw a line underneath for an 'equals' sign. | $\begin{array}{\|r\|r\|} 282 \\ -\quad 57 \\ \hline 225 \\ \hline \end{array}$ |  |
| 5 | Start subtracting from the right-hand side <br> (If a bottom number is more than a top number, you need to 'borrow'. Don't forget to write the new number in the column you borrowed from) |  |  |
| 6 | Keep going until you have subtracted all of the columns | $\begin{array}{\|r\|r\|} \hline 7 & 1 \\ \hline 2812 \\ \hline-\quad 57 \\ \hline 22 & 25 \\ \hline \end{array}$ |  |

