

Reminder sheet

Mental method

- 1 Use a mental method if you can and write the answer straight down.

Written method

- 2 Write down an estimate of the answer.
- 3 Set out the long multiplication on squared paper, labelling the columns with H T U for numbers up to 999. Use Th for thousands. Miss out the labels if you are confident.
- 4 Write the two numbers you are multiplying in the correct columns. Remember to line up the units in the U column on the right.
- 5 Take each digit of the second number in turn (from right to left) and multiply each with all of the top number. Write each answer on a new row in the working.
 - Multiply the top number by the U digit of the second number. Write your answer on a new row of working. Write any carried numbers very small.

If the second number has two digits:

- write a zero (0) in the U column on the next row of working
- multiply the top number by the T digit of the second number. Write your answer on the row with the 0.

If the second number has three digits:

- write two zeros (0 0) in the T and U columns of the next row of working
- multiply the top number by the H digit of the second number. Write your answer on the row with the 0 0.

- 6 Now add the rows of working together. Ignore the small carried numbers that you have already used.
- 7 Compare your final answer with your estimate. Does the final answer look the right size?