

TO ADD - Actually you have just done a multiple addition as follows:

$$3000 + 100 + 50 + 2 = 3152$$

Example: $4261 + 92 = 4353$

First clear calculator. Next set "4261" on calculator. Then still using the addition side, insert pen in hole opposite "9" in second column from right. Since the hole is in the red zone move pen away from the answer window and around the bend. Next insert pen in hole opposite "2" in first column and move toward window. The answer "4353" will appear in the windows.

TO SUBTRACT - First clear calculator and set the first figure using the addition side. Then use the lower half or subtraction side for the rest of the calculation.

Example: $3869 - 1953 = 1916$

After clearing calculator and setting first figure "3869", insert pen in hole "1" in fourth column on lower half and move upward toward window. Next insert pen in hole "9" in third column (red) and *move away from window and around the bend*. Then insert pen in hole "5" in the second column and move toward window. Finally insert pen in "3" in first column and move toward window. The answer "1916" now appears in the windows.

RULE 2 - When arrows appear in the windows during a calculation, simply insert the pen in "0" in the corresponding column and move away from the window and around the bend.

Example: $476 + 228 = 704$

Clear and set first figure. Insert pen in "2" in third column and move toward window. Insert pen in "2" on second and move toward window. Insert pen in "8" on first and move away from window and around bend. "64" now appears in the windows. Insert pen in "0" on second and move away from window and around. The correct answer "704" now appears in the windows.