

Steps for Rounding Whole Numbers

1. Underline the digit in the place you are rounding to.
2. Circle the digit to the right of the underlined number.
3. The number in the circle tells you whether to round the underlined number up or keep it the same.

**0, 1, 2, 3, and 4 keep the underlined number the same

**5, 6, 7, 8, and 9 make the underlined number go up one
4. Rewrite all the digits BEFORE the underlined number and rewrite all the digits AFTER the underlined number as ZEROS.

Steps for Rounding Decimals

1. Underline the digit in the place you are rounding to.
2. Circle the digit to the right of the underlined number.
3. The number in the circle tells you whether to round the underlined number up or keep it the same.

**0, 1, 2, 3, and 4 keep the underlined number the same

**5, 6, 7, 8, and 9 make the underlined number go up one
4. Rewrite all the digits BEFORE the underlined number.
5. ****NEW RULE FOR DECIMALS:** Drop all digits AFTER the underlined number.