

① Rewrite  $21 + 45$

$$\text{GCF} = 3 \cdot 1 = 3$$

3	21	45
1	7	15

$$3(7 + 15)$$

②  $3 + 15$

3	3	15
1	1	5

$$\text{GCF} = 3$$

$$3(1 + 5)$$

③  $21 + 18$

3	21	18
1	7	6

$$\text{GCF} = 3$$

$$3(7 + 6)$$

## The Process

- ① Find the GCF
- ② Place it outside of Parenthesis
- ③ Place old operation inside Parenthesis
- ④ Divide old numbers/values by the GCF & place results inside Parenthesis.