

Appendix 2: Forming Letters Correctly

The following page has the information you will need on how to instruct your child to print each letter in the first five lessons. It's important that you teach your child to form the letters as instructed. Also, make sure your child grips the pencil correctly, holding it near the point between his thumb and first two fingers, as he prints each letter.

The page contains shaded images of each small letter that you can let your child trace over to practice forming a letter before starting a lesson. If you'd like, you can make copies of the page so that he has more opportunities to practice. The letter sizes are approximately the size of the letters your child will be required to print as he begins the program.

If your child's fine motor skills aren't yet developed to the point where he can do the required printing, it would be best to hold off on doing this program and spend time working on his gross and fine motor skills and practice printing the letters. Your child will learn the content of the program more easily if he can print the letters properly.

In the lessons, you will find lines like the following on which the letters are to be printed:



In the instructions on the following page, the *top line* is the dark top line, the *bottom line* is the dark bottom line, and the *midline* is the dotted middle line. Tall letters should start just below the top line. Short letters should start at the midline. Most letters sit on the bottom line, although some have parts that drop below the bottom line.

One instruction needs a fuller explanation. When it says "*Start at 2 o'clock...*" it means that you should imagine a clock face sitting on the bottom line and reaching the midline. On that imaginary clock face, your child's pencil should start at the 2 o'clock position, so slightly below the midline and on the right side of the eventual letter he will be printing. That same imaginary clock face is used for the letter's endpoint at times. For example, the letter **c** starts at 2 o'clock and ends at 4 o'clock, and the letter **e** starts at 9 o'clock.

Here's a summary about forming the different letters:

- Letters that start at 2 o'clock are a, c, d, g, o, q, s
- Tall letters are b, d, f, h, k, l, t (The rest are short letters.)
- Short letters that go below the bottom line are g, j, p, q, y
- Letters made with two strokes, including dots, are f, i, j, k, t, x, y (The rest are made with one continuous stroke, never lifting the pencil from the page.)

The letters on the next page are presented in the order they appear in the lessons.

i i i i i i i i i i i i i

Lesson 1: Start at the midline, go down to the bottom line, then add the dot

t t t t t t t t t t t t t

Lesson 1: Start at the top line and go down to the bottom line, then add the bar left to right

n n n n n n n n n n n n n

Lesson 2: Start at the midline then go down to bottom, then up, across, down with one stroke

s s s s s s s s s s s s s

Lesson 2: Start at 2 o'clock and go left, then down to the right, then left with one stroke

h h h h h h h h h h h h h

Lesson 3: Start at the top line and go down to bottom line, then up, across, down with one stroke

m m m m m m m m m m m m m

Lesson 3: Start at the midline, then down to bottom, then up, across, down twice with one stroke