

Handwriting exercises and writing paper

Main Curriculum References

Actual references covered will depend on the learner group and level, and how the resource is used by the teacher.

ESOL

Ww/E1.2a form the letters of the alphabet using upper and lower case

- (i) form letters with some accuracy in upper and lower case
- (ii) understand when upper and lower case are generally used, e.g. lower case for normal text but upper case is used for the first letter of names, places and dates, and may also be used for emphasis or effect, as in an advert.
- (iii) hold and control a pen effectively
- (iv) write from left to right, and develop awareness of how the hand moves in order to do this
- (v) space letters and words appropriately and proportion letters in relation to the line
- (vi) name some letters of the alphabet

Ww/E2.2a produce legible text

- (i) identify situations where legible, correctly formed handwriting is important
- (ii) understand the impression handwriting gives and personal features of own handwriting, e.g. consistency of direction and formation of letters, spacing between words, size of letters, writing on the line
- (iii) understand the importance of word processing, and where there is a need to produce word-processed texts
- (iv) increase legibility and fluency of handwriting, as appropriate to their needs, concentrating on their own specific areas for improvement

Literacy

Ww/E1.2 Write the letters of the alphabet using upper and lower case

- (a) understand that letters can be written in upper and lower case
- (b) understand that choice of case will vary with context and purpose

Ww/E2.3 produce legible text

- (a) understand the concept of 'fitness for purpose' in the presentation of writing. e.g. that the critical importance of accuracy, legibility and neatness will vary depending on context, audience and purpose
- (b) understand that handwriting and word processing are skills that people need to learn to use to produce legible text in different circumstances

To obtain an editable version of the original Word document please send an adult basic skills resource that you would like to share to maggie@skillsworkshop.org

THANK YOU

Name _____

Date _____

Alphabet exercise

Write the letters in lower case and capitals:

	Lower case	Capitals
a b c d	a b c d	A B C D
a b c d		
e f g h	e f g h	E F G H
e f g h		
i j k l	i j k l	I J K L
i j k l		
m n o p	m n o p	M N O P
m n o p		
q r s t	q r s t	Q R S T
q r s t		
u v w x	u v w x	U V W X
u v w x		
y z	y z	Y Z
y z		

Name _____

Date _____

Write the following sentences three times.

Would you like a drink?

Can I have a glass of orange please?

Would you like a coffee?

Do you take sugar?

I take two sugars

Would you like milk in your coffee?

Yes please just a little milk

Name _____

Date _____

Homework

Write the following sentences twice.

Are you hungry?

I am very hungry

What would you like to eat?

Can I have a sandwich please?

Do you like cheese?

Yes, I love cheese

What would you like to drink?

Can I have a cup of tea?

The page contains 20 sets of horizontal lines for handwriting practice. Each set consists of a solid top line, a dashed midline, and a solid bottom line, providing a guide for letter height and placement.