Left: Right:

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Steno Paper Practice: Narrow Columns for Quick Notes

Original tasks 1, 2, 3 / blank responses

Task 1

A printable page is 200 mm wide. The left margin is 20 mm. The center rule divides the remaining width equally. Find each column width.

Task 2

Horizontal lines are spaced 6 mm apart. You measure from the first line to the fourth line. What distance should you expect?

Task 3

You set x-height to 4 mm. On three lowercase letters you measure 4 mm, 4 mm, and 5 mm from baseline to midline. Is the third letter within your convention?

Steno Paper Practice: Narrow Columns for Quick Notes

Original tasks 4 / blank responses

Task 4

In a narrow-column drill, you write five entries in the left column and five shortened forms in the right column. Each entry uses one line. If the page has 12 horizontal lines available, how many lines remain unused?