Handwriting Both Cases: Paired Upper- and Lowercase Matching Rows

Rubric key

Rubric key for grading completed rows.

1. Legibility: both uppercase and lowercase forms identifiable without context.

2. Baseline contact: both forms sit on the baseline.

3. X-height: lowercase body reaches midline, not cap line.

4. Cap height: uppercase reaches cap line or stated style height.

5. Descenders: tails of g, j, p, q, y fall below baseline.

6. Style consistency: blank-space form matches model or stated valid alternative.','7. Stroke order: learner follows shown start point and direction, or valid alternative.

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Complete worked example / separate answer key

A row shows uppercase M and lowercase m. The baseline-to-midline distance is 5 mm and the midline-to-cap-line distance is 5 mm. The learner traces both forms, then writes M and m in the blank space. The lowercase m body measures 5 mm from baseline to midline, and the uppercase M measures 10 mm from baseline to cap line. Is the pair placed correctly?

Answer: Yes. The lowercase m body equals the baseline-to-midline distance of 5 mm, and the uppercase M equals the baseline-to-cap-line distance of 10 mm. Both forms sit on the baseline, and the style matches the model.

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Original tasks 1, 2, 3 / complete keys

Task 1

A row pairs uppercase T with lowercase t. The baseline-to-midline distance is 4 mm and the midline-to-cap-line distance is 6 mm. The learner writes lowercase t with its body from baseline to midline and its ascender reaching the cap line. The uppercase T reaches the cap line. Check the placement.

Answer: The lowercase t body is 4 mm and its ascender reaches the cap line at 10 mm total; the uppercase T reaches 10 mm. Placement is correct.

Reason: The x-height body must equal the baseline-to-midline distance, and the ascender must reach the cap line. The uppercase height equals the baseline-to-cap-line distance.

Check: Measure the lowercase body against 4 mm and the total height of both forms against 10 mm.

Task 2

A row pairs uppercase G with lowercase g. The learner writes the lowercase g with its body from baseline to midline but its descender stops at the baseline. The uppercase G reaches the cap line. Identify the error and state the fix.

Answer: The descender does not fall below the baseline. The fix is to extend the tail below the baseline and check it against a descender guide.

Reason: Lowercase g has a descender that must cross below the baseline. Stopping at the baseline breaks the letter's structure.

Check: Draw a short line below the baseline and confirm the tail crosses it.

Task 3

A row pairs uppercase A with lowercase a. The model uses a double-story a, but the learner writes a single-story a in the blank space. Is this acceptable?

Answer: It is acceptable only if the single-story style is stated as a valid alternative for that row and used consistently. Otherwise, the learner should match the double-story model.

Reason: Letter styles vary, and the rubric accepts valid alternatives when they are explicitly allowed and consistent.

Check: Compare the blank-space form to the stated style for the row and to the model.

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Original tasks 4 / complete keys

Task 4

A row pairs uppercase B with lowercase b. The baseline-to-midline distance is 5 mm and the midline-to-cap-line distance is 5 mm. The learner writes lowercase b with its body from baseline to midline and its ascender reaching the cap line. The uppercase B reaches the cap line. The learner then writes the same pair again, but the second lowercase b body measures 7 mm. What check fails, and what is the likely cause?

Answer: The x-height check fails because 7 mm exceeds the 5 mm baseline-to-midline distance. The likely cause is that the body was written up to or past the cap line instead of stopping at the midline.

Reason: The x-height body must equal the baseline-to-midline distance. A 7 mm body in a 5 mm x-height space is too tall.

Check: Measure the second lowercase b body against the 5 mm midline and compare it with the first correct pair.

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Worked example, Task 1, Task 2, Task 3, Task 4 / Separate answer sheet: placement checks, styles, valid alternatives

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Answer sheet lists expected placement checks per row, stated style per row, and accepted valid alternatives.

Worked example (M m): Yes, placed correctly. Lowercase m body = 5 mm baseline-to-midline; uppercase M = 10 mm baseline-to-cap-line; both sit on baseline; style matches model.

Exercise 1 (T t): Lowercase t body 4 mm, ascender reaches cap line at 10 mm total; uppercase T reaches 10 mm. Placement correct.

Exercise 2 (G g): Descender stops at baseline — error. Fix: extend tail below baseline and check against descender guide.

Exercise 3 (A a): Single-story a acceptable only if stated as valid alternative for that row and used consistently; otherwise match double-story model.

Exercise 4 (B b): X-height check fails — 7 mm exceeds 5 mm baseline-to-midline. Likely cause: body written to or past cap line instead of stopping at midline.

Rubric: legibility; baseline contact; x-height to midline; cap height; descenders below baseline; style consistency; stroke order.

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Source rubric / reflection

- [ ] Legibility: both uppercase and lowercase forms are identifiable without context.
- [ ] Baseline contact: both forms sit on the baseline.
- [ ] X-height: lowercase body reaches the midline, not the cap line.
- [ ] Cap height: uppercase reaches the cap line, or the stated style height.
- [ ] Descenders: tails of g, j, p, q, and y fall below the baseline.
- [ ] Style consistency: the blank-space form matches the model or a stated valid alternative.
- [ ] Stroke order: the learner follows the shown start point and direction, or a valid alternative.

Reflection: What did you check, what did you change, and what will you try next?