School Lined Writing Paper with Adjustable Margins: A Classroom Guide

Rubric

Rubric focuses on zones and spacing, allowing valid style alternatives.

1. Baseline: letters that should sit on the baseline make contact with it.

2. X-height zone: lowercase bodies stay between baseline and midline.

3. Ascenders and descenders: ascenders rise above the midline and descenders fall below the baseline.

4. Margin: the first letter of each line starts at the stated margin distance.

5. Spacing: letter gaps are consistent and word gaps are larger and readable.

6. Style allowance: valid alternatives in slant, stroke order, and letter proportion are accepted if zones and spacing are respected.

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Complete worked example / separate answer key

A learner writes the word 'cat' on a page with a 20 mm left margin and a 5 mm x-height. The letters c, a, and t are written. Check the word against the convention and state one improvement.

Answer: The c and a are lowercase bodies and should sit between baseline and midline. The t is an ascender and should rise above the midline while its base sits on the baseline. If all three letters start at or after the 20 mm margin and the c and a stay within the 5 mm x-height zone, the word passes the zone check. One improvement: ensure the gap between letters is consistent so the word is readable.

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Original tasks 1, 2, 3 / complete keys

Task 1

A page has a measured width of 210 mm and a hypothetical left margin of 25 mm. The writing area ends 15 mm from the right edge. Calculate the available writing width in millimetres.

Answer: 170 mm.

Reason: Subtract the left margin and the right gap from the paper width: 210 minus 25 minus 15 equals 170 mm.

Check: Re-add the parts: 25 plus 170 plus 15 equals 210 mm, matching the measured width.

Task 2

A learner writes five lowercase letters. Four sit within the x-height zone and one rises above the midline. Using the convention, state how many letters pass the x-height check and explain the result.

Answer: Four letters pass.

Reason: The convention requires lowercase bodies to stay between baseline and midline. The letter rising above the midline does not meet that zone requirement for a lowercase body.

Check: Count the letters in the x-height zone again and compare with the total of five; the difference should be one.

Task 3

A page states a 20 mm margin and a 6 mm x-height. A learner's first line starts 18 mm from the left edge. Is the margin respected? Give the difference.

Answer: No. The line starts 2 mm before the stated margin.

Reason: The stated margin is 20 mm. Starting at 18 mm is 2 mm short of that position, so the margin is not respected.

Check: Subtract the actual start from the stated margin: 20 minus 18 equals 2 mm.

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Original tasks 4 / complete keys

Task 4

A learner writes the word 'dog'. The d ascender rises above the midline, the o sits in the x-height zone, and the g descender falls below the baseline. State whether the word follows the zone convention and name one style feature that may still vary.

Answer: Yes, the word follows the zone convention. Slant may vary.

Reason: Each letter occupies its expected zone: ascender above midline, lowercase body in the x-height zone, descender below baseline. The convention allows style differences such as slant.

Check: Check each letter against its zone and confirm that no letter violates the baseline or midline rules.

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Task 1, Task 2, Task 3, Task 4 / Exercise answers with reasoning and check methods

Answers kept separate from the worksheet so learners attempt tasks first.

Exercise 1 answer: 170 mm. Reasoning: Subtract the left margin and the right gap from the paper width: 210 minus 25 minus 15 equals 170 mm. Check: Re-add the parts: 25 plus 170 plus 15 equals 210 mm, matching the measured width.

Exercise 2 answer: Four letters pass. Reasoning: The convention requires lowercase bodies to stay between baseline and midline. The letter rising above the midline does not meet that zone requirement for a lowercase body. Check: Count the letters in the x-height zone again and compare with the total of five; the difference should be one.

Exercise 3 answer: No. The line starts 2 mm before the stated margin. Reasoning: The stated margin is 20 mm. Starting at 18 mm is 2 mm short of that position, so the margin is not respected. Check: Subtract the actual start from the stated margin: 20 minus 18 equals 2 mm.

Exercise 4 answer: Yes, the word follows the zone convention. Slant may vary. Reasoning: Each letter occupies its expected zone: ascender above midline, lowercase body in the x-height zone, descender below baseline. The convention allows style differences such as slant. Check: Check each letter against its zone and confirm that no letter violates the baseline or midline rules.

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Worked example / Worked example answer

Worked example uses hypothetical 20 mm margin and 5 mm x-height.

Prompt: A learner writes the word 'cat' on a page with a 20 mm left margin and a 5 mm x-height. The letters c, a, and t are written. Check the word against the convention and state one improvement.

Answer: The c and a are lowercase bodies and should sit between baseline and midline. The t is an ascender and should rise above the midline while its base sits on the baseline. If all three letters start at or after the 20 mm margin and the c and a stay within the 5 mm x-height zone, the word passes the zone check. One improvement: ensure the gap between letters is consistent so the word is readable.

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Source rubric / reflection

- [ ] Baseline: letters that should sit on the baseline make contact with it.
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- [ ] Margin: the first letter of each line starts at the stated margin distance.
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- [ ] Style allowance: valid alternatives in slant, stroke order, and letter proportion are accepted if zones and spacing are respected.

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