Capital and Small Letter Tracing Worksheet: Paired Practice

Original tasks 1, 2, 3 / complete keys

Task 1

A row shows capital D and lowercase d. The lowercase d has its bowl between baseline and midline, but its tall stem stops at the midline. Describe the correction using the x-height convention.

Answer: The tall stem of lowercase d should rise above the midline toward the top line, while the bowl sits between baseline and midline. Correct by starting the tall stem at the top line, bringing it down to the baseline, then adding the bowl between baseline and midline.

Reason: X-height is baseline to midline. The bowl of d belongs in the x-height zone, but the tall stem extends above it. Stopping the stem at the midline shortens the letter incorrectly.

Check: Place a finger on the midline and confirm the stem passes above it; place a finger on the baseline and confirm the bowl touches it without floating.

Task 2

A learner writes lowercase a in a single-story style on one row and a double-story style on the next row. Is this acceptable under the rubric? Explain.

Answer: It is acceptable only if each style is legible and the learner is consistent within a row. The rubric allows valid alternatives, but switching styles randomly across rows makes practice inconsistent. The teacher should note the chosen style and encourage consistency.

Reason: Letter styles vary, so both single-story and double-story a are valid. The rubric rewards consistency and legibility rather than one universal shape.

Check: Compare the two rows: each letter should be readable, correctly paired with capital A, and placed on the guide lines. Note whether the style changes within a row.

Task 3

A row pairs capital G with lowercase q. Identify the pairing error and state the correct partner for capital G.

Answer: The pairing is incorrect because lowercase q is not the partner of capital G. The correct lowercase partner for capital G is g. The row should show capital G and lowercase g in gray traceable form.

Reason: Each row must pair a capital letter with its lowercase counterpart. G pairs with g, while q pairs with Q.

Check: Say the alphabet aloud and match each capital to its lowercase form; confirm that the row contains G and g, not G and q.

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Original tasks 4 / complete keys

Task 4

A learner traces capital M and lowercase m, but the lowercase m sits entirely above the baseline, floating between midline and top line. Using the guide lines, explain the placement error and the correction.

Answer: Lowercase m is an x-height letter and should sit between baseline and midline, not float above the baseline. Correct by starting each stroke at the baseline, forming the two arches up to the midline, and returning to the baseline.

Reason: The x-height convention places lowercase m between baseline and midline. Floating above the baseline breaks the guide-line placement rule.

Check: Place a finger on the baseline and confirm the bottom of each arch touches it; place a finger on the midline and confirm the tops of the arches reach it without exceeding it.

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Source rubric / reflection

- [ ] Pairing accuracy: the capital and lowercase letters in each row are correctly matched.
- [ ] Guide-line placement: letters sit on the baseline, x-height letters reach the midline, and tall letters rise appropriately.
- [ ] Stroke order: strokes follow the model row or a clearly stated valid alternative.
- [ ] Legibility: letters are readable and consistent within the row.
- [ ] Style consistency: any valid alternative letter style is used consistently and noted for future practice.

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