Handwriting and Writing Skills Checklist with Annotated Samples

Original task 1 / independent drawing and calculation

Task 1

Write the lowercase letters a, c, e, m, n, o, r, s, u, v, w, x, z on unlined paper. Mark a baseline and a midline one x-height above it. Measure the x-height of five letters and record the values in millimeters. Identify any letter that does not sit on the baseline.

Keep the original task measurements. Use the full drawing sheet in this PDF for a response needing more room; use the stated paper size when a task specifies larger paper.

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Original task 2 / independent drawing and calculation

Task 2

Write the sentence 'we can read this line' twice on unlined paper. In the first version, use a word gap about the width of a written o. In the second version, use a word gap half that width. Measure three word gaps in each version and compare them to the written o width. State which version better meets the spacing checklist and why.

Keep the original task measurements. Use the full drawing sheet in this PDF for a response needing more room; use the stated paper size when a task specifies larger paper.

Handwriting and Writing Skills Checklist with Annotated Samples

Original task 3 / independent drawing and calculation

Task 3

Write three lines of text on unlined paper. Place a straight edge along the baseline of each line and measure how far the line drifts from start to end in millimeters. Mark any line that drifts more than one x-height. Then rewrite one drifting line so that it stays within one x-height.

Keep the original task measurements. Use the full drawing sheet in this PDF for a response needing more room; use the stated paper size when a task specifies larger paper.

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Original task 4 / independent drawing and calculation

Task 4

Write a short paragraph of three sentences about a familiar object. Underline the topic sentence, circle two transitions, and check that each sentence has a subject and a verb. Then score the paragraph on ideas, organization, sentence fluency, and conventions from 1 to 4, and state one improvement for each category.

Keep the original task measurements. Use the full drawing sheet in this PDF for a response needing more room; use the stated paper size when a task specifies larger paper.

Full drawing sheet / reusable blank workspace

Reusable full drawing sheet for Tasks 1 to 4. Print another copy when needed. Keep all original task measurements; if a task specifies larger paper, use that paper size.