Chosen reference / measurement

Worked measurements supplied by the prompt / not new observations

| e height | o height | u height | word gap | o width | line drift |
|---|---|---|---|---|---|
| 4 mm | 5 mm | 4 mm | 3 mm | 5 mm | 6 mm |

Learner measurements / leave fields empty until you measure your own writing

Three line-drift checks: record each measured drift and your chosen x-height

# Handwriting and Writing Skills Checklist with Annotated Samples

Original worked example / unchanged complete key

Prompt: A learner writes the sentence 'the quick brown fox jumps' on unlined paper. The baseline is marked, and the midline is marked one x-height above it. The learner measures x-height for e, o, and u as 4 mm, 5 mm, and 4 mm. The word gap between 'quick' and 'brown' is 3 mm, while the width of a written o is 5 mm. The line drifts upward by 6 mm from start to end. Identify two strengths and two adjustments using the checklist.

Answer: Strengths: x-height is consistent within 1 mm for e, o, and u; letters sit on the baseline. Adjustments: the word gap of 3 mm is smaller than the written o width of 5 mm, so increase word spacing; the line drifts 6 mm, which is more than one x-height (about 4–5 mm), so adjust alignment. A valid alternative is to accept the 3 mm gap if the writing remains clearly legible and word gaps are consistently larger than letter gaps; the checklist allows this when consistency is demonstrated.