

Horizons Penmanship

1

Teacher's Guide

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Alpha Omega Publications, Inc. • Rock Rapids, IA

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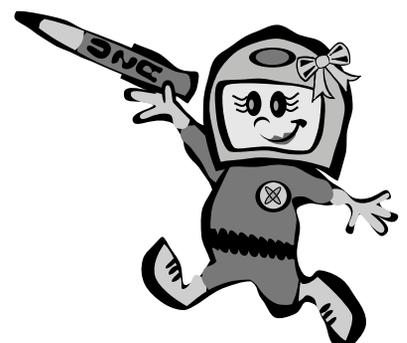
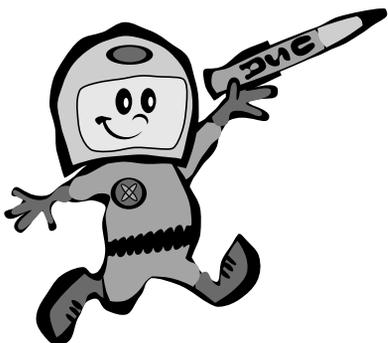
Printed in the United States of America

ISBN 978-0-7403-0206-0

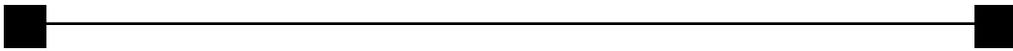
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Introduction



Introduction

“Whatever you do, work at it with all your heart, as working for the Lord, not for men.”
(Colossians 3:23).

Good handwriting is a necessary skill in life.

All too often in our modern times good penmanship is neglected. Many children and adults rely on computers for the bulk of their writing, but the ability to fill in a form, to write a card of congratulations or sympathy, to write a personal letter to a friend or to add a personal touch to messages is important. Computers fail at times — the ability to write does not.

Handwriting is important.

Like riding a bicycle or developing any other skill, handwriting must be learned through consistent practice. Often in crowded schedules, it is left out of the curriculum, used simply as “busy work” or given too short a time period to be effective.

Handwriting time should be a relaxed time, not a stressful time.

Always give adequate “warm-up” time before writing, especially in the beginning when children are learning the formation of new letters. Have them form letters in the air, on their desks, etc., as an introductory activity each day until they are sure of the letter formations and the correct starting and ending points. After doing some initial warm-up exercises, try adding some soft, light classical music in the background while the children practice.

Keep it short.

The total time for handwriting class should not be more than 10–15 minutes at one sitting. Children will tire, and they will not be able to do their best. Teach the children simple hand exercises to use (shaking the hands, moving them around) if they get tired.

Always be positive.

Circle and comment on well-made letters rather than on errors. Even if the entire page is a problem, find the one letter that is the closest to being correct and use that as an example.

Practice is important.

Reproducible practice pages are included in the handbook. These may be copied to use with children who need extra practice and to make a practice copy of the Bible verse.

Stress the importance of doing ALL things well for God.

Emphasize the fact that rushing through a lesson without doing one’s best does not praise God and will not lead to good writing habits. Remind the children that writing is a means of communication with others. If their writing cannot be read, then their message will never be understood.

Pre-writing

1. To assess the level of the children, give each a piece of lined paper (you may use the reproducible master in the back of the *Teacher's Guide*) and have them write their name and any letters or words they may know. This will not be graded but will give you an idea of how much practice the children have had in writing. It will also give you a page with which to compare progress at the end of the semester or school year.
2. Print each child's name on a strip of tag board and laminate it if possible. Have it before the child for reference at all times.
3. Have a classroom alphabet chart and individual letter cards displayed in the classroom. You may also want to copy and laminate the small chart in the student book for use on an individual basis at the child's desk.

Excerpts from Student Book Pages

The following pages are taken from the portion of the student book that covers hand and paper position, posture, spacing, placement, and letter formation. They are included in the *Teacher's Guide* for your reference.

Hand, Pencil, and Posture Positions (page 4)

Look at each picture with the children and have them model the correct position. Ask the children to tell which hand they use to write. Have them find the picture they will use as a model. Check both right- and left-handed positions. Watch the left-handed child carefully so that he or she does not slant the paper on the wrong angle and try to use a "hooked" hand position.

Correct Spacing (page 5)

Have the children raise the index (pointer) finger of the hand they will NOT use for writing. Demonstrate how they can use that finger to see how much space they will need between individual letters for practice and, later, between words.

Rocket (page 5)

Discuss the rocket and its parts. Using the alphabet chart for the classroom, have the children look at the letters and tell which sections of the rocket will be used for each letter. You may want to group them in categories: letters using only one section of the rocket (booster); letters using two sections of the rocket (second stage and booster OR booster and tail). Do this over several days for a few minutes each day so that the children become accustomed to using the rocket as a reference if they forget how to form a letter.

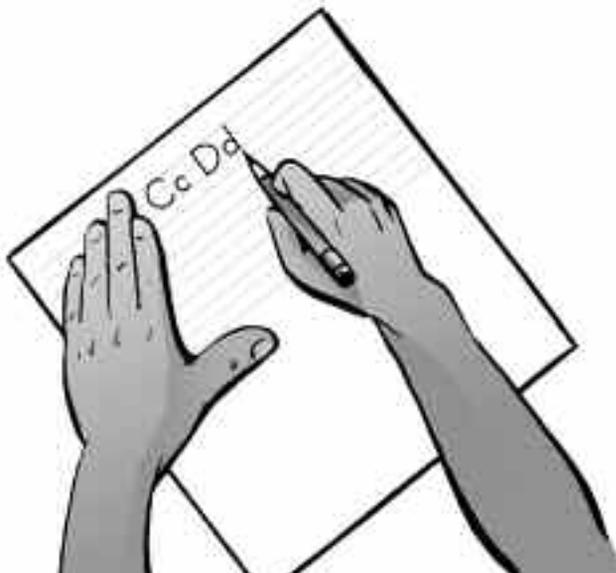
Manuscript Letters and Numbers (page 6)

This will be the reference chart for the children when they begin to write their letters. You may want to remove it from the student book and laminate it as a desk reference to be kept in the child's writing folder.

Weekly Bible Verse (page 7)

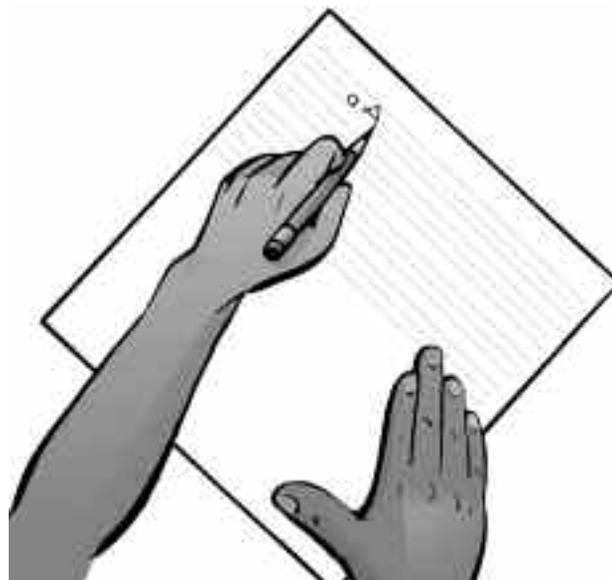
This page is a look at the Bible verse pages the children will be using beginning in the eighth week (Lessons 36–40). Read the page with the children. Look at the sample practice page which shows the “layout” of the verse. Look at the special page they will use to make their own copy of the verse to share with someone. For students who need additional practice, reproducible masters for each Bible verse page are in the back of the *Teacher’s Guide*. Talk about sharing God’s Word with others. Stress the importance of being able to write to others about God and to be able to share His Word with them. Discuss ways in which the special pages can be used.

From the student book...



Correct Right-Handed Position

Paper is placed on an angle to the left. Left hand steadies the paper and moves it up as you near the bottom of the page. Right hand is free to write.



Correct Left-Handed Position

Paper is placed on an angle to the right. Right hand steadies the paper and moves it up as you near the bottom of the page. Left hand is free to write. Watch hand positions carefully as shown in the picture.



Correct Hand and Pencil Position

Hold the pencil loosely about 1/2" to 1" above the sharpened point. Hold it between your thumb and index (pointer) finger. Let it rest on your middle finger. Do not grip the pencil tightly or your hand will become very tired. Do not let your hand slip down to the sharp point or you will have difficulty writing properly.



Correct Posture

Sit up tall, leaning slightly forward but not bending over your desk. Have your feet flat on the floor. Both arms will rest on the desk. Hold the paper with your free hand.

From the student book...

Aa Bb Cc Dd Ee

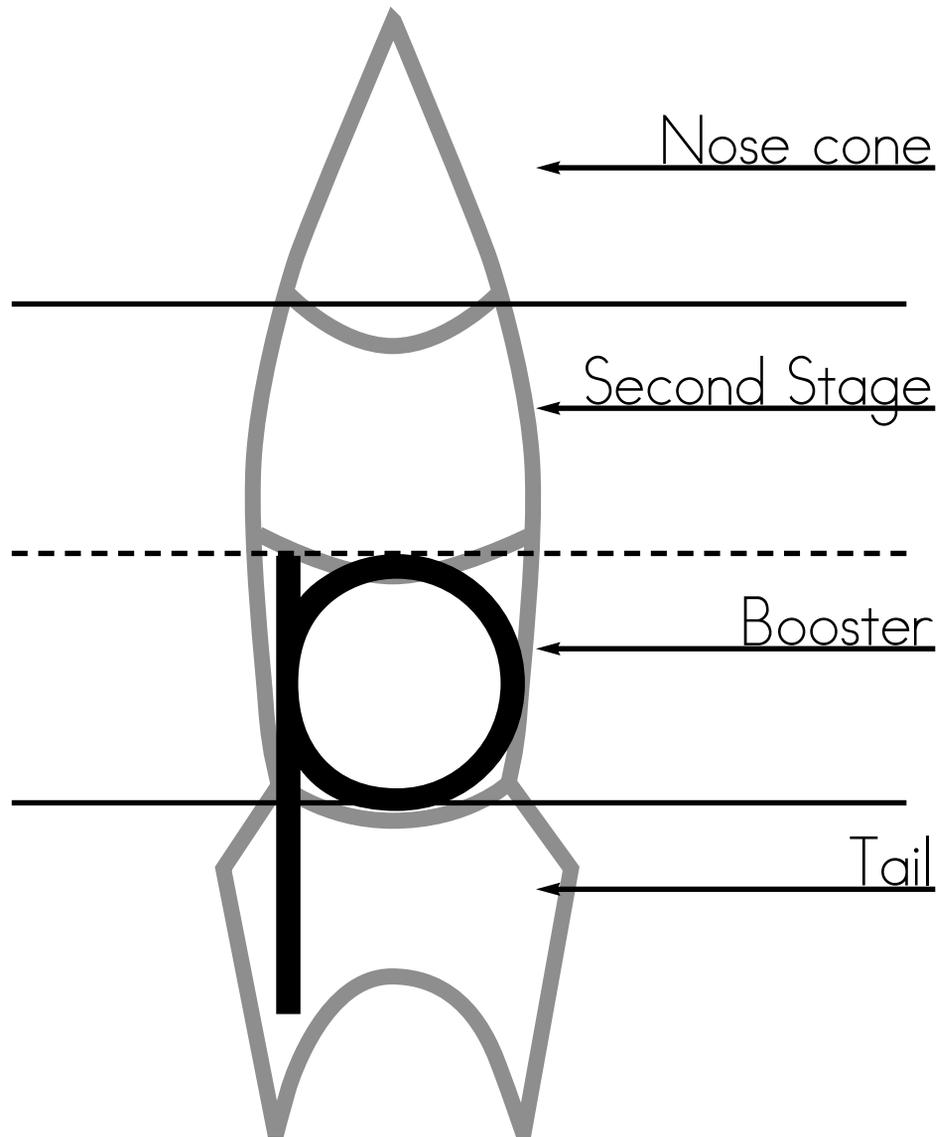


Correct Spacing

When practicing your letters separately and, later, when writing your words, use your index (pointer) finger as a guide. Continue to do this until you can easily see the space you need between words without using your finger.

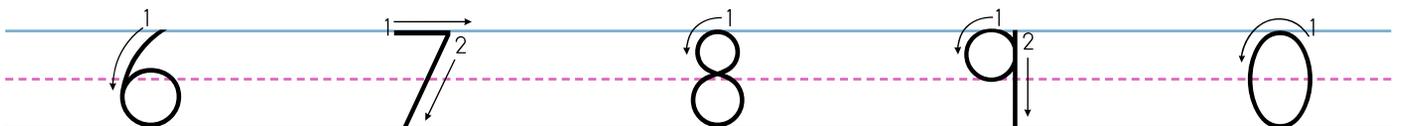
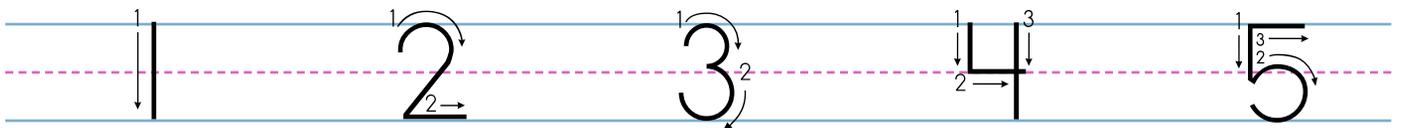
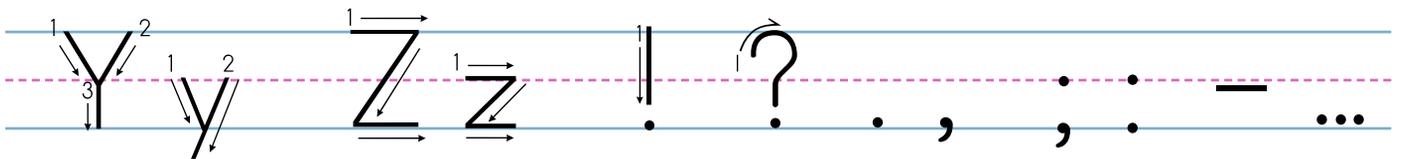
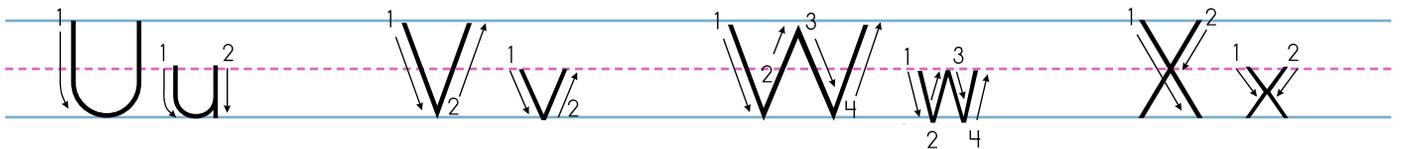
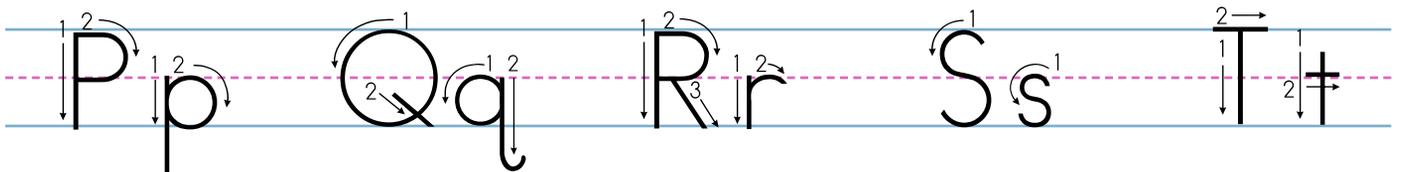
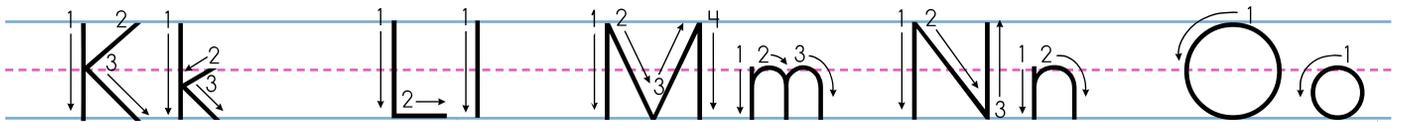
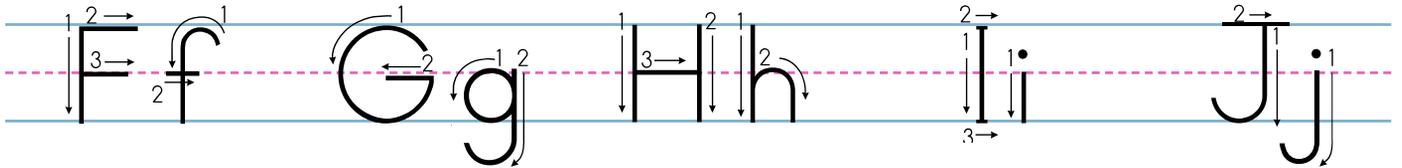
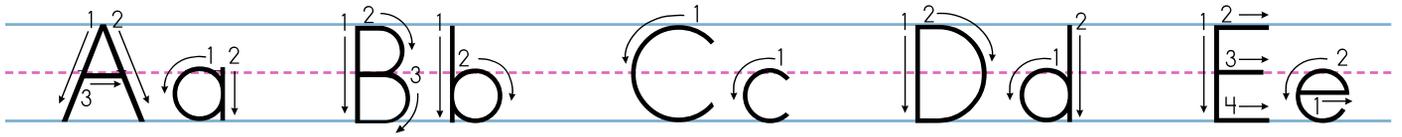
Rocket Guide

The rocket will be your guide to learning your letter formations. All letters will fit into the rocket ship. Some will begin at the top of the second stage. Some will begin at the dotted line that starts the booster. Some will even move down into the tail. Look at your alphabet chart and see where the letters will fit into the rocket.

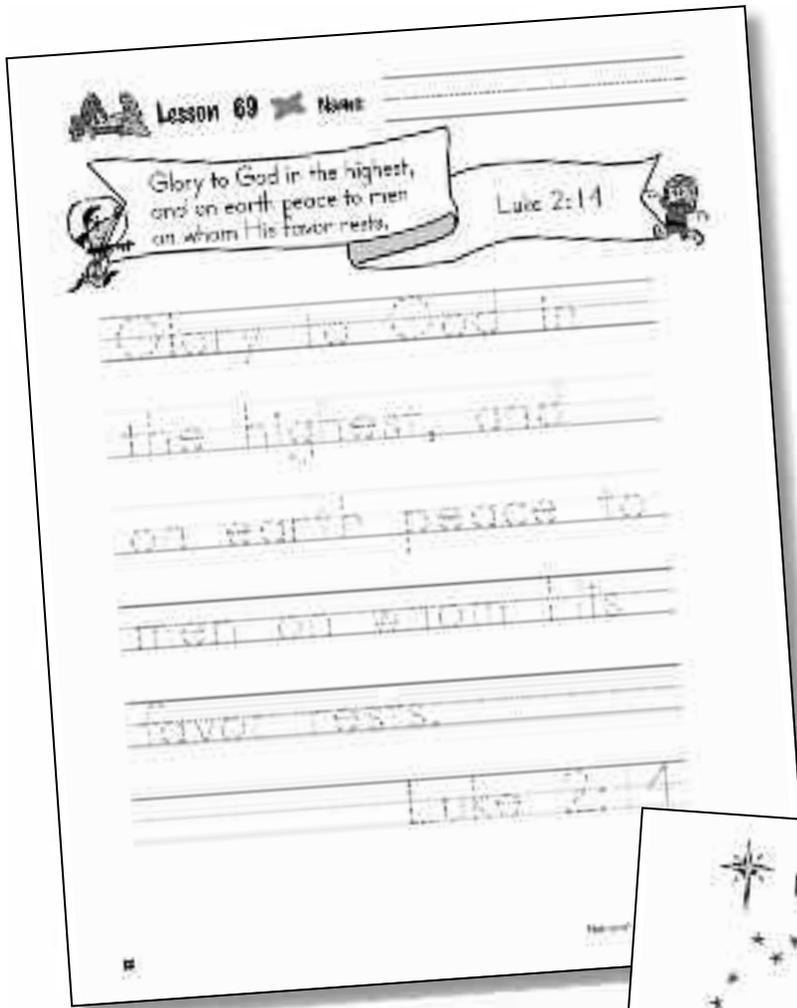


From the student book...

Correct Formation of Manuscript Letters and Numbers



From the student book...

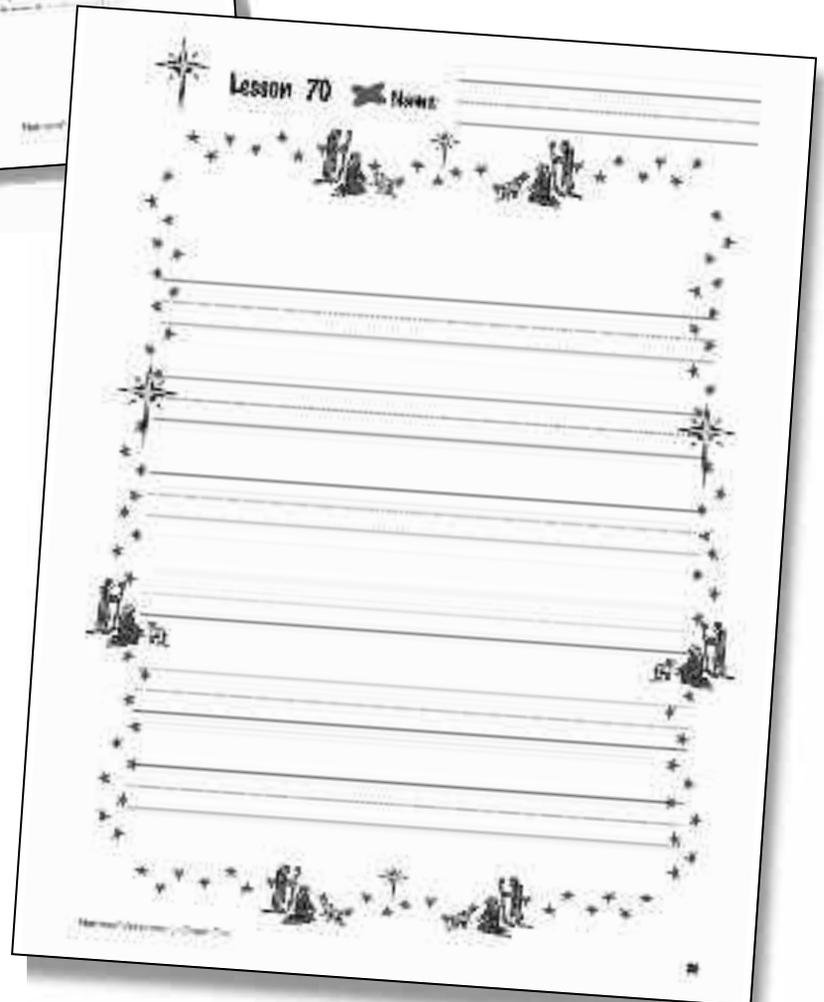


One very special thing you can do once you have learned to write is to share God's Word with others.

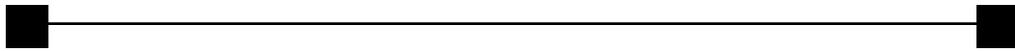
Beginning with Lesson 36, you will have your own special Bible verse for each week. After practicing the letters and words needed for the verse for three days, you will be able to practice your verse on the fourth day.

You will also have a special page on the fifth day of the week where you will copy the verse, decorate it, and decide how you will share it with someone else.

Talk with your teacher and classmates about how you might share these special pages and share God's Word.



Scope & Sequence



Scope & Sequence

Lesson 1 *Circle practice.* Full page with line for child's first name. (NOTE: Weeks 1–5 child will write first name only. Weeks 6–32 first and last name. Child will practice drawing circles on a picture with several circular objects for student to trace.

Lesson 2 *Circle practice.* Full page with line for child's name.

Lesson 3 *Circle practice.* On template lines.

Lines 1, 2, 3: large, broken-line circles to be traced – **X** or arrow at 2:00 starting position.

Lines 4, 5, 6: small, broken-line circles to be traced.

Lesson 4 *Circle practice.* Half page – the box is for the child to draw their own freehand circle picture. The two practice lines include first line with large and small *solid* circles and second line with large and small broken-line circles.

Lesson 5 *Circle practice.* Six lines for writing.

Lines 1 & 2: Broken O (three on a line) and the child will finish the line.

Lines 3 & 4: Broken o (three on a line) and the child will finish the line.

Line 5: Broken O o

Line 6: O o – child finishes line.

Lesson 6 *Line identification & tracing:* | = red / = blue \ = green

Lesson 7 *Line tracing.* Six lines for writing.

Lines 1 & 2: Solid & broken |

Lines 3 & 4: Solid & broken /

Lines 5 & 6: Solid & broken \

Lesson 8 *Line tracing.* Six lines for writing.

Lines 1 & 2: Solid & broken I

Lines 3 & 4: Solid & broken /

Line 5 & 6: Solid & broken \

Lesson 9 *Line tracing.* Six lines for writing.

Lines 1 & 2: Solid & broken ^

Lines 3 & 4: Solid & broken v

Line 5: Solid & broken v

Line 6: Solid & broken ^

Lesson 10 *Practice on template.*

Line 1: / /

Line 2: \ \

Line 3: | |

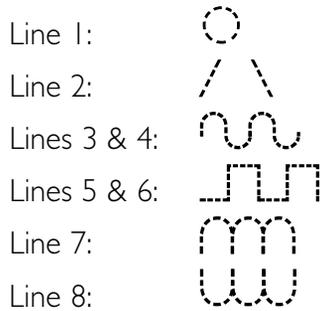
Line 4: O o

Line 5: ^ ^

Line 6: v v

Lesson 11 *Half-circle tracing practice.* Trace half circles in pictures.

Lesson 12 *Writing motor skills practice.* Eight lines for writing.



Lesson 13 *Writing motor skills practice.* Eight lines for writing.

Lines 1 & 2: Solid & broken U

Lines 3 & 4: Solid & broken U

Lines 5 & 6: Solid & broken n

Lines 7 & 8: Solid & broken n

Lesson 14 Lines 1 & 2: Solid & broken C

Lines 3 & 4: Solid & broken C

Lines 5 & 6: Solid & broken c

Lines 7 & 8: Solid & broken c

Lesson 15 *Review line and circle tracing using all the strokes they have learned.*

Lesson 16 First 3 letters are solid, rest broken. Second line, two are broken and the rest the child does on his own. Lines 7 & 8 words are for child to trace on Line 7 and write by himself on Line 8.

Lines 1 & 2: a

Lines 3 & 4: o

Lines 5 & 6: d

Lines 7 & 8: do ad add dad

Lesson 17 Lines 1 & 2: c

Lines 3 & 4: e

Lines 5 & 6: c o e a d

Lines 7 & 8: ace odd doe code

Lesson 18 Lines 1 & 2: b

Lines 3 & 4: p

Lines 5 & 6: a b c d e o p

Lines 7 & 8: cab dab pad bad

Lesson 19 Lines 1 & 2: g

Lines 3 & 4: q

Lines 5 & 6: o p q

Lines 7 & 8: go dog pod bag

Lesson 20 Lines 1 & 2: a b c d e
Lines 3 & 4: o p q
Lines 5 & 6: go dog pod bag
Lines 7 & 8: do odd ace doe

Lesson 21 Lines 1 & 2: i
Lines 3 & 4: l
Lines 5 & 6: t
Lines 7 & 8: it lit bit pit

Lesson 22 Lines 1 & 2: n
Lines 3 & 4: m
Lines 5 & 6: h
Lines 7 & 8: mat hat bat pat

Lesson 23 Lines 1 & 2: r
Lines 3 & 4: l m n o p q r
Lines 5 & 6: h i
Lines 7 & 8: met pet rat art

Lesson 24 Lines 1 & 2: a b c d e
Lines 3 & 4: g h i
Lines 5 & 6: it
Lines 7 & 8: ham man ran tan

Lesson 25 Line 1: l
Line 2: 2
Line 3: 3
Line 4: 4
Line 5: 5
Line 6: l 2 3 4 5

Lesson 26 Student begins writing full name.
Lines 1 & 2: v
Lines 3 & 4: w
Lines 5 & 6: v w v w
Lines 7 & 8: we van wet vet

Lesson 27 Lines 1 & 2: x
Lines 3 & 4: z
Lines 5 & 6: y
Lines 7 & 8: zoo ax x-ray zip

Lesson 28 Lines 1 & 2: u
Lines 3 & 4: s
Lines 5 & 6: v w x y z
Lines 7 & 8: you us so see

Lesson 29 Lines 1 & 2: s t u v w x y z
Lines 3 & 4: yes yet sat set
Line 5: ! ?
Line 6: . ,
Line 7: : ;
Line 8: ! ? . , : ;

Lesson 30 Line 1: 6
Line 2: 7
Line 3: 8
Line 4: 9
Line 5: 0
Line 6: 1 2 3 4 5
Line 7: 6 7 8 9 0
Line 8: Blank line for student to write all numbers.

Lesson 31 Lines 1 & 2: f
Lines 3 & 4: j
Lines 5 & 6: k
Lines 7 & 8: fan fat fit fun

Lesson 32 Lines 1 & 2: a b c d e f g h i
Lines 3 & 4: j k l m n o p q
Lines 5 & 6: r s t u v w x y z
Lines 7 & 8: jam jet jump joy

Lesson 33 Lines 1 & 2: a b c d e f g h i
Lines 3 & 4: j k l m n o p q
Lines 5 & 6: r s t u v w x y z
Lines 7 & 8: kit ask back sock

Lesson 34 Practice words by tracing the letters.
Line 1: do ad add dad
Line 2: ace odd doe code
Line 3: cab dab pad bad
Line 4: go dog pod bag
Line 5: it lit bit pit

Line 6: mat hat bat pat
Line 7: met pet rat art
Line 8: ham man ran tan

Lesson 35 Review and trace all words and numbers in order of appearance.

Line 1: we van wet vet
Line 2: zoo ax x-ray zip
Line 3: you us so see
Line 4: yes yet sat set
Line 5: fan fat fit fun
Line 6: jam jet jump joy
Line 7: kit ask back sock
Line 8: 1 2 3 4 5 6 7 8 9 10

Lesson 36 Lines 1 & 2: O o
Lines 3 & 4: C c
Lines 5 & 6: G g
Lines 7 & 8: God Oh! Come

Lesson 37 Lines 1 & 2: Q q
Lines 3 & 4: J j
Lines 5 & 6: D d
Lines 7 & 8: David Jill Queen

Lesson 38 Lines 1 & 2: P p
Lines 3 & 4: B b
Lines 5 & 6: R r
Lines 7 & 8: Peter Bill Ruth

Lesson 39 Copy verse: God is love. (1 John 4:16)

Lesson 40 Copy verse on special page.

Lesson 41 Lines 1 & 2: V v
Lines 3 & 4: W w
Lines 5 & 6: X x
Lines 7 & 8: Vince Wendy X-ray

Lesson 42 Lines 1 & 2: Y y
Lines 3 & 4: Z z
Lines 5 & 6: A a
Lines 7 & 8: Yes! Zachary Ann

Lesson 43 Lines 1 & 2: M m
Lines 3 & 4: N n

Lines 5 & 6: S s

Lines 7 & 8: Mary Nancy Sam

Lesson 44 Copy verse: Love your neighbor as yourself. (Matthew 19:19)

Lesson 45 Copy verse on special page.

Lesson 46 Lines 1 & 2: E e

Lines 3 & 4: F f

Lines 5 & 6: H h

Lines 7 & 8: Ellen Frank Holly

Lesson 47 Lines 1 & 2: T t

Lines 3 & 4: I i

Lines 5 & 6: L l

Lines 7 & 8: Thomas Israel Lord

Lesson 48 Lines 1 & 2: K k

Lines 3 & 4: U u

Lines 5 & 6: Kathy Uriah

Lines 7 & 8: Keep safe refuge

Lesson 49 Copy verse: Keep me safe, O God, for in you I take refuge. (Psalm 16:1)

Lesson 50 Copy verse on special page.

Lesson 51 Practice all capital letters.

Lesson 52 Practice all lowercase letters.

Lesson 53 Lines 1 & 2: Give thanks

Lines 3 & 4: to the Lord

Lines 5 & 6: for He

Lines 7 & 8: is good.

Lesson 54 Copy verse: Give thanks to the Lord, for he is good. (Psalm 106:1)

Lesson 55 Copy verse on special page.

Lesson 56 Lines 1 & 2: A a

Lines 3 & 4: B b

Lines 5 & 6: M m

Lines 7 & 8: Mary saw Ann and Bob.

Lesson 57 Lines 1 & 2: Blessed

Lines 3 & 4: are

Lines 5 & 6: the

Lines 7 & 8: Blessed be God!

Lesson 58 Lines 1 & 2: poor

Lines 3 & 4: in

Lines 5 & 6: Spirit

Lines 7 & 8: God loves the poor.

Lesson 59 Copy verse: Blessed are the poor in spirit. (Matthew 5:3)

Lesson 60 Copy verse on special page.

Lesson 61 Lines 1 & 2: C c

Lines 3 & 4: L l

Lines 5 & 6: J j

Lines 7 & 8: The Lord Jesus saves us.

Lesson 62 Lines 1 & 2: Come

Lines 3 & 4: Lord

Lines 5 – 8: Jesus comes into our hearts.

Lesson 63 Lines 1 & 2: R r

Lines 3 & 4: Revelation

Lines 5 & 6: John wrote the

Lines 7 & 8: book of Revelation.

Lesson 64 Copy verse: Come, Lord Jesus. (Revelation 22:20)

Lesson 65 Copy verse on special page.

Lesson 66 Lines 1 & 2: D d

Lines 3 & 4: G g

Lines 5 & 6: F f

Lines 7 & 8: David loves God.

Lesson 67 Lines 1 & 2: Glory

Lines 3 & 4: God

Lines 5 & 6: favor

Lines 7 & 8: Give God glory!

Lesson 68 Lines 1 & 2: highest

Lines 3 & 4: peace

Lines 5 & 6: earth

Lines 7 & 8: Pray for peace on earth.

Lesson 69 Copy verse: Glory to God in the highest, and on earth peace to men on whom His favor rests. (Luke 2:14)

Lesson 70 Copy verse on special page.

Lesson 71 Lines 1 & 2: E e

Lines 3 & 4: H h

Lines 5 & 6: T t

Lines 7 & 8: The Lord is near.

- Lesson 72** Lines 1 & 2: shepherds
 Lines 3 & 4: baby
 Lines 5 & 6: manger
 Lines 7 & 8: The shepherds saw the baby Jesus.
- Lesson 73** Lines 1 & 2: Mary
 Lines 3 & 4: Joseph
 Lines 5 & 6: found
 Lines 7 & 8: Mary and Joseph loved Jesus.
- Lesson 74** Copy verse: The shepherds found Mary and Joseph, and the baby, who was lying in a manger. (Luke 2:16)
- Lesson 75** Copy verse on special page.
- Lesson 76** Lines 1 & 2: I i
 Lines 3 & 4: K k
 Lines 5 & 6: N n
 Lines 7 & 8: Isaiah was a prophet.
- Lesson 77** Lines 1 & 2: Arise
 Lines 3 & 4: shine
 Lines 5 & 6: light
 Lines 7 & 8: Jesus is our light.
- Lesson 78** Lines 1 & 2: your
 Lines 3 & 4: come
 Lines 5 & 6: Isaiah
 Lines 7 & 8: Let your light shine.
- Lesson 79** Copy verse: Arise, shine, for your light has come. (Isaiah 60:1)
- Lesson 80** Copy verse on special page.
- Lesson 81** Lines 1 & 2: A a B b C c D d E e
 Lines 3 & 4: F f G g H h I i J j
 Lines 5 & 6: K k L l M m N n O o
 Lines 7 & 8: P p Q q R r S s T t
- Lesson 82** Lines 1 & 2: U u V v W w X x
 Lines 3 & 4: Y y Z z
 Lines 5 & 6: weary
 Lines 7 & 8: burdened
- Lesson 83** Lines 1 & 2: Come to me,
 Lines 3 & 4: all you who are
 Lines 5 & 6: weary and burdened,
 Lines 7 & 8: and I will give you rest.

- Lesson 84** Copy verse: Come to me, all you who are weary and burdened, and I will give you rest. (Matthew 11:28)
- Lesson 85** Copy verse on special page.
- Lesson 86** Lines 1 & 2: O o
 Lines 3 & 4: P p
 Lines 5 & 6: Q q
 Lines 7 & 8: I will praise the Lord.
- Lesson 87** Lines 1 & 2: Lord
 Lines 3 & 4: heart
 Lines 5 & 6: My heart will
 Lines 7 & 8: praise the Lord.
- Lesson 88** Lines 1 & 2: Psalm
 Lines 3 & 4: praise
 Lines 5 & 6: with all my heart
 Lines 7 & 8: Psalms praise the Lord.
- Lesson 89** Copy verse: I will praise you, O Lord, with all my heart. (Psalm 138:1)
- Lesson 90** Copy verse on special page.
- Lesson 91** Lines 1 & 2: R r
 Lines 3 & 4: S s
 Lines 5 & 6: U u
 Lines 7 & 8: Blank lines for additional practice.
- Lesson 92** Lines 1 & 2: remember
 Lines 3 & 4: when
 Lines 5 & 6: kingdom
 Lines 7 & 8: Remember me, Jesus.
- Lesson 93** Lines 1 & 2: Luke
 Lines 3 & 4: Come into my kingdom.
 Lines 5 & 6: Let me come
 Lines 7 & 8: into your kingdom.
- Lesson 94** Copy verse: Jesus, remember me when you come into your kingdom. (Luke 23:42)
- Lesson 95** Copy verse on special page.
- Lesson 96** Lines 1 & 2: V v
 Lines 3 & 4: W w
 Lines 5 & 6: X x
 Lines 7 & 8: Blank lines for additional practice.

- Lesson 97** Lines 1 & 2: Father
 Lines 3 & 4: commend
 Lines 5 & 6: hands
 Lines 7 & 8: spirit
- Lesson 98** Lines 1 & 2: Father, into
 Lines 3 & 4: your hands
 Lines 5 & 6: I commend
 Lines 7 & 8: my Spirit.
- Lesson 99** Copy verse: Father, into your hands I commend my Spirit. (Luke 23:46)
- Lesson 100** Copy verse on special page.
- Lesson 101** Lines 1 & 2: Y y
 Lines 3 & 4: Z z
 Lines 5 & 6: Matthew 28:5–6
 Lines 7 & 8: Do not be afraid.
- Lesson 102** Lines 1 & 2: risen
 Lines 3 & 4: Matthew
 Lines 5 & 6: know
 Lines 7 & 8: He is risen.
- Lesson 103** Lines 1 & 2: looking
 Lines 3 & 4: looking for Jesus
 Lines 5 & 6: as he said
 Lines 7 & 8: ...He is not here;
- Lesson 104** Copy verse: Do not be afraid, for I know you are looking for Jesus, ...
 He is not here; he is risen, just as he said. (Matthew 28:5–6)
- Lesson 105** Copy verse on special page.
- Lesson 106** Lines 1 & 2: L l
 Lines 3 & 4: my light
 Lines 5 & 6: my salvation
 Lines 7 & 8: Blank lines for additional practice.
- Lesson 107** Lines 1 & 2: The Lord is my light.
 Lines 3 & 4: The Lord is my salvation.
 Lines 5 & 6: Whom shall I fear?
 Lines 7 & 8: Blank lines for additional practice.
- Lesson 108** Lines 1 & 2: The Lord is my life.
 Lines 3 – 8: Blank lines for story writing.

Lesson 109 Copy verse: The Lord is my light and my salvation – whom shall I fear? (Psalm 27:1)

Lesson 110 Copy verse on special page.

Lesson 111 Lines 1 & 2: Psalm 100:1–2

Lines 3 & 4: Shout

Lines 5 & 6: worship

Lines 7 & 8: gladness

Lesson 112 Lines 1 & 2: Shout for joy.

Lines 3 & 4: Worship the Lord.

Lines 5 & 6: Come before him.

Lines 7 & 8: Blank lines for additional practice.

Lesson 113 Lines 1 & 2: Sing joyful songs.

Lines 3 & 4: Sing to the Lord.

Lines 5 & 6: Worship with gladness.

Lines 7 & 8: Practice semicolon (;)

Lesson 114 Copy verse: Shout for joy to the Lord, all the earth. Worship the Lord with gladness; come before him with joyful songs. (Psalm 100:1–2)

Lesson 115 Copy verse on special page.

Lesson 116 Lines 1 & 2: know

Lines 3 & 4: people

Lines 5 & 6: pasture

Lines 7 & 8: Blank lines for additional practice.

Lesson 117 Lines 1 & 2: The Lord is God.

Lines 3 & 4: He made us.

Lines 5 & 6: We are his people.

Lines 7 & 8: Blank lines for additional practice.

Lesson 118 Lines 1 & 2: We are like his sheep.

Lines 3 & 4: We rest in his pasture.

Lines 5 & 6: He is our shepherd.

Lines 7 & 8: Blank lines for additional practice.

Lesson 119 Copy verse: Know that the Lord is God. It is he who made us, and we are his people, the sheep of his pasture. (Psalm 100:3)

Lesson 120 Copy verse on special page.

Lesson 121 Lines 1 & 2: Enter

Lines 3 & 4: gates

Lines 5 & 6: thanksgiving

Lines 7 & 8: Blank lines for additional practice.

- Lesson I22** Lines 1 & 2: courts
 Lines 3 & 4: praise
 Lines 5 & 6: Give thanks to him.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I23** Lines 1 & 2: Praise his name.
 Lines 3 & 4: Enter his gates
 Lines 5 & 6: with thanksgiving.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I24** Copy verse: Enter his gates with thanksgiving and his courts with praise; give thanks to him and praise his name. (Psalm 100:4)
- Lesson I25** Copy verse on special page.
- Lesson I26** Lines 1 & 2: endures
 Lines 3 & 4: forever
 Lines 5 & 6: faithfulness
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I27** Lines 1 & 2: continues
 Lines 3 & 4: generations
 Lines 5 & 6: through
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I28** Lines 1 & 2: The Lord is good.
 Lines 3 & 4: His love endures forever.
 Lines 5 & 6: He is faithful.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I29** Copy verse: For the Lord is good and his love endures forever; his faithfulness continues through all generations. (Psalm 100:5)
- Lesson I30** Copy verse on special page.
- Lesson I31** Lines 1 & 2: A a B b C c D d E e
 Lines 3 & 4: Father
 Lines 5 & 6: Heaven
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I32** Lines 1 & 2: hallowed
 Lines 3 & 4: name
 Lines 5 & 6: Our Father
 Lines 7 & 8: Blank lines for additional practice.

- Lesson I33** Lines 1 & 2: Father in heaven
 Lines 3 & 4: Holy is your name.
 Lines 5 & 6: You are our Father.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I34** Copy verse: Our Father in heaven, hallowed be your name. (Matthew 6:9)
- Lesson I35** Copy verse on special page.
- Lesson I36** Lines 1 & 2: F f G g H h I i J j
 Lines 3 & 4: kingdom
 Lines 5 & 6: will
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I37** Lines 1 & 2: earth
 Lines 3 & 4: Your kingdom come.
 Lines 5 & 6: Your will be done.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I38** Lines 1 & 2: on earth
 Lines 3 & 4: as it is in heaven
 Lines 5 & 6: Blank lines for additional practice.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I39** Copy verse: Your kingdom come, your will be done on earth as it is in heaven.
 (Matthew 6:10)
- Lesson I40** Copy verse on special page.
- Lesson I41** Lines 1 & 2: K k L l M m N n O o
 Lines 3 & 4: Give
 Lines 5 & 6: bread
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I42** Lines 1 & 2: daily
 Lines 3 & 4: Give God praise.
 Lines 5 & 6: Give us our daily bread.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I43** Lines 1 & 2: Give us today
 Lines 3 & 4: your blessing.
 Lines 5 & 6: Blank lines for additional practice.
 Lines 7 & 8: Blank lines for additional practice.
- Lesson I44** Copy verse: Give us today our daily bread. (Matthew 6:11)
- Lesson I45** Copy verse on special page.

Lesson I46 Lines 1 & 2: P p Q q R r S s T t
Lines 3 & 4: Forgive
Lines 5 & 6: debts
Lines 7 & 8: Blank lines for additional practice.

Lesson I47 Lines 1 & 2: forgiven
Lines 3 & 4: debtors
Lines 5 & 6: Forgive us.
Lines 7 & 8: Lines 1 & 2:

Lesson I48 Lines 1 & 2: We forgive.
Lines 3 & 4: Father forgive.
Lines 5 & 6: Forgive us as we
Lines 7 & 8: also have forgiven.

Lesson I49 Copy verse: Forgive us our debts, as we also have forgiven our debtors.
(Matthew 6:12)

Lesson I50 Copy verse on special page.

Lesson I51 Lines 1 & 2: U u V v W w X x Y y Z z
Lines 3 & 4: lead
Lines 5 & 6: temptation
Lines 7 & 8: Blank lines for additional practice.

Lesson I52 Lines 1 & 2: deliver
Lines 3 & 4: evil
Lines 5 & 6: Deliver us from evil.
Lines 7 & 8: Blank lines for additional practice.

Lesson I53 Lines 1 & 2: Lead us away from evil.
Lines 3 & 4: Lead us not
Lines 5 & 6: into temptation.
Lines 7 & 8: Blank lines for additional practice.

Lesson I54 Copy verse: And lead us not into temptation, but deliver us from the evil one.
(Matthew 6:13)

Lesson I55 Copy verse on special page.

Lesson I56 Practice all capital letters.

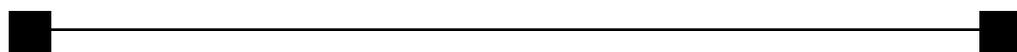
Lesson I57 Practice all lowercase letters and numbers.

Lesson I58 Practice writing favorite verse.

Lesson I59 Practice writing own sentences.

Lesson I60 Copy the Lord's Prayer on three special pages.

Teacher Lessons

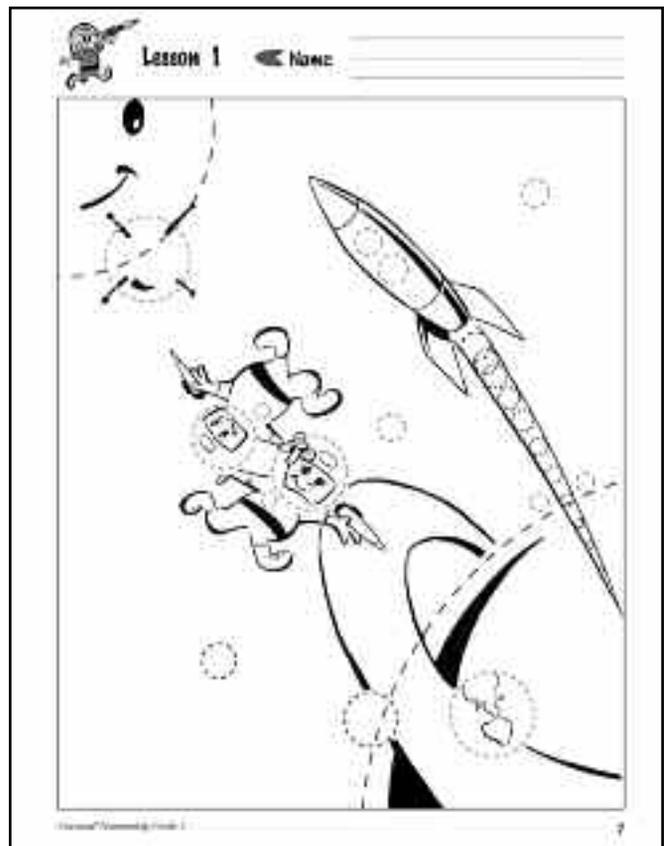


Lesson 1 - Circle Practice

Teaching Tips:

Although the children will not be writing a Bible verse as part of the weekly lesson for the first seven weeks, begin now to prepare them for that time. Select a verse for the week, either the suggested one given or another that may fit with your lessons. Write the verse out in manuscript on the chalkboard or a piece of poster board so that the children can see it while they do their work. Use it as a prayer throughout the week. Talk about it. Read it in context.

1. Introduce the lesson by telling the children that many letters are made up of circles or parts of circles. Have the children locate circular shapes in the room, outdoors, at home, or wherever they are.
2. Do some warm-up activities. Have the children practice making circles with their fingers in the air, on the wall or floor, on the desk or table with their fingers, on the palm of their hand, or on each other's backs. Give opportunities throughout the week for the children to paint circles, draw them on the board, or to use other tactile materials (sand, clay, etc.) to form circles.
3. Talk about the picture in Lesson 1. Josh and Julie, with pencils in hand, are dancing in space ready to capture and trace all the circles in the picture.
4. Have the children take their pencils. Check their sitting position and the position of paper and pencil. This can be done initially as a game or drill if you have the students pretend they are astronauts like Josh and Julie and are going through a checklist to make sure things are "A-OK" before blast-off:



Teacher: "Sitting up tall?"
Students: "Check."
Teacher: "Paper slanted?"
Students: "Check."
Teacher: "Pencil position?"
Students: "Check."
Teacher: "Hand positions?"
Students: "Check."

5. Check each student's position to see if he/she is ready to write.
6. Have the children write their first name on the top line.
7. Have the children trace each circle in the picture. Urge them to do it with care.
8. Check work and positions.
9. Children may color the picture when finished.

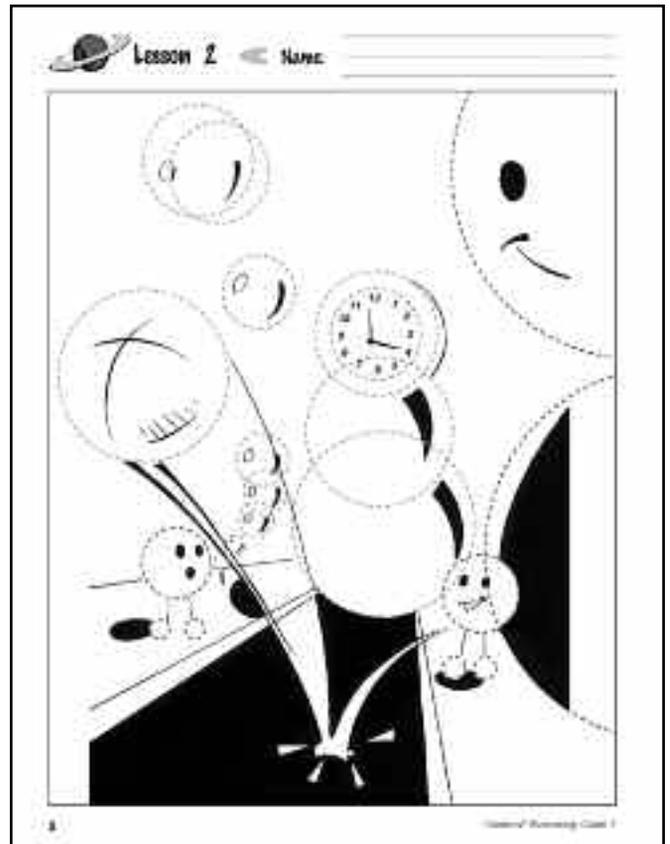
Suggested Bible Verse Lessons 1-5:

"Whatever you do, work at it with all your heart, as working for the Lord, not for men."
(Colossians 3:23)

Lesson 2 - Circle Practice

Teaching Tips:

1. Do some warm-up activities. Have the children practice making circles in the air, on the wall or floor, on the desk or table with their fingers, on the palm of their hand, or on each other's backs. Give opportunities throughout the week for the children to paint circles, draw them on the board, or to use other tactile materials (sand, clay, etc.) to form circles.
2. Talk about the picture in Lesson 2. Let the students use their imaginations to describe the picture.
3. Have the children take their pencils. Check their sitting position and the position of paper and pencil. This can be done initially as a game or drill if you explain to the students that the following is a checklist similar to a pre-flight checklist astronauts have to make sure things are OK before blast-off:
Teacher: "Sitting up tall?"
Students: "Check."
Teacher: "Paper slanted?"
Students: "Check."
Teacher: "Pencil position?"
Students: "Check."
Teacher: "Hand positions?"
Students: "Check."
4. Check each student's position to see if he/she is ready to write.
5. Have the children write their first name on the top line.
6. Have the children trace each circle in the picture. Urge them to do it with care.



7. Check work and positions.
8. Children may color the picture when finished.

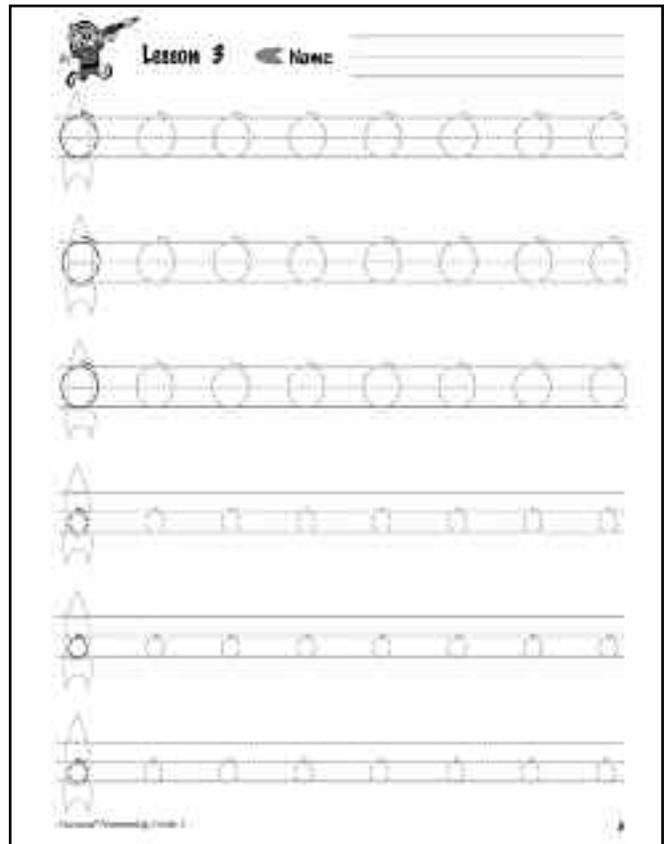
Suggested Bible Verse Lessons 1-5:

"Whatever you do, work at it with all your heart, as working for the Lord, not for men."
(Colossians 3:23)

Lesson 3 - Manuscript Circle Practice

Teaching Tips:

1. In this lesson, the children begin practicing manuscript circles (the letter **Oo**). Using an alphabet chart, have the children find all of the letters which use a circle or part of a circle in the formation of the letter.
2. Tell the children that circles in manuscript writing have a special starting point.
3. Use a clock to demonstrate the “two o’clock” position. This can be done on a real clock face or on one drawn on the board or on a chart.
4. Have the children do their warm-up exercises, making sure that they begin their circles in the two o’clock position and proceed up, over, and around (counterclockwise).
5. Look at today’s lesson page. Tell the children that the rocket ship will be their guide for forming letters in these early lessons. The rocket ship has a nose cone, a second stage, a booster, and a tail. Ask them what parts of the rocket the large circle covers (second stage and booster). What part of the rocket does the small circle cover? (only the booster)
6. Have the children write their first name on the top line.
7. Review with them the idea that everything they do is to be done carefully to praise God. They are not to rush through the tracing of the circles, but to do each one the best they can.



8. Do the position checklist. Monitor the children as they practice. Compliment careful efforts.
9. Take a break after the first three lines. Have the children stand, shake their hands and arms, and trace some circles in the air.
10. Proceed with the small circles.
11. Praise all efforts. Circle the best on the page as a model.

Suggested Bible Verse Lessons 1-5:

“Whatever you do, work at it with all your heart, as working for the Lord, not for men.”
(Colossians 3:23)

Lesson 4 - Circle Practice

Teaching Tips:

1. Do warm-up activities.
2. Introduce the page.
3. Instruct the children to use the empty box on the page to create their own "circle" pictures. Talk about what they might include in their pictures.
4. When they have finished the picture, they will trace the two lines of circles at the bottom of the page.
5. Have the children do their own position checks, but observe their position and correct as needed.

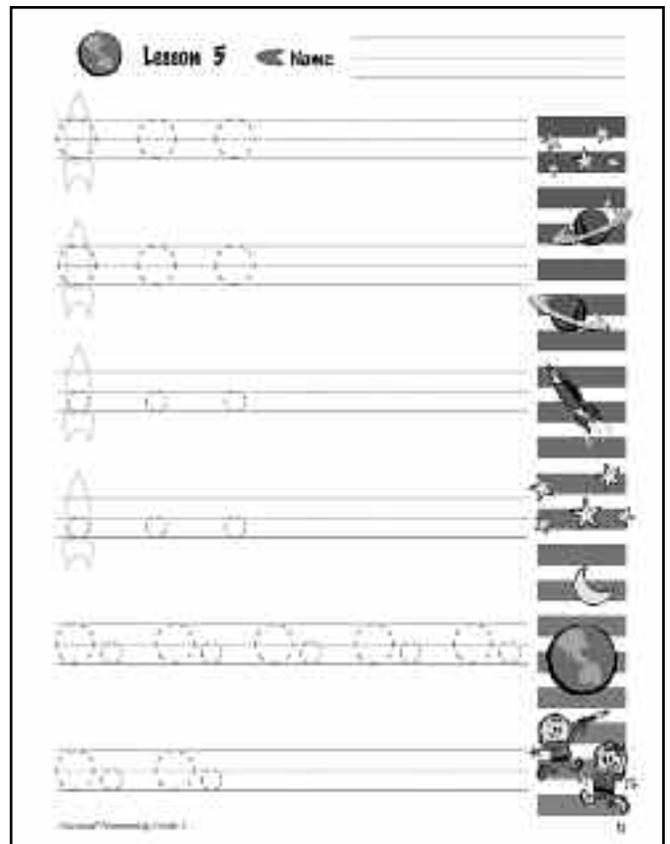
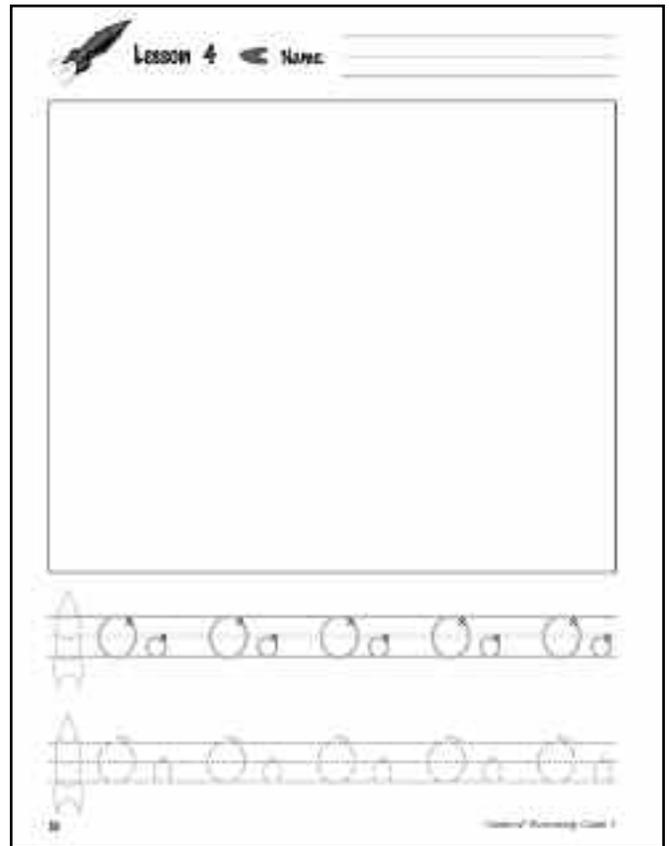
Suggested Bible Verse Lessons 1-5:

"Whatever you do, work at it with all your heart, as working for the Lord, not for men."
(Colossians 3:23)

Lesson 5 - Special Page

Teaching Tips:

1. Do warm-up activities.
2. On this page the children will not only trace the large and small circles but will have the opportunity to show their best circles. This is a special page that they can take home or display as their best work.
3. Have the children take their time. Emphasize the spacing needed between letters (see introductory pages). Have them model the spacing used at the beginning of each line.
4. Encourage the children to stop if their hands become tired and rest for a minute.
5. Allow them to further decorate the page if they choose.



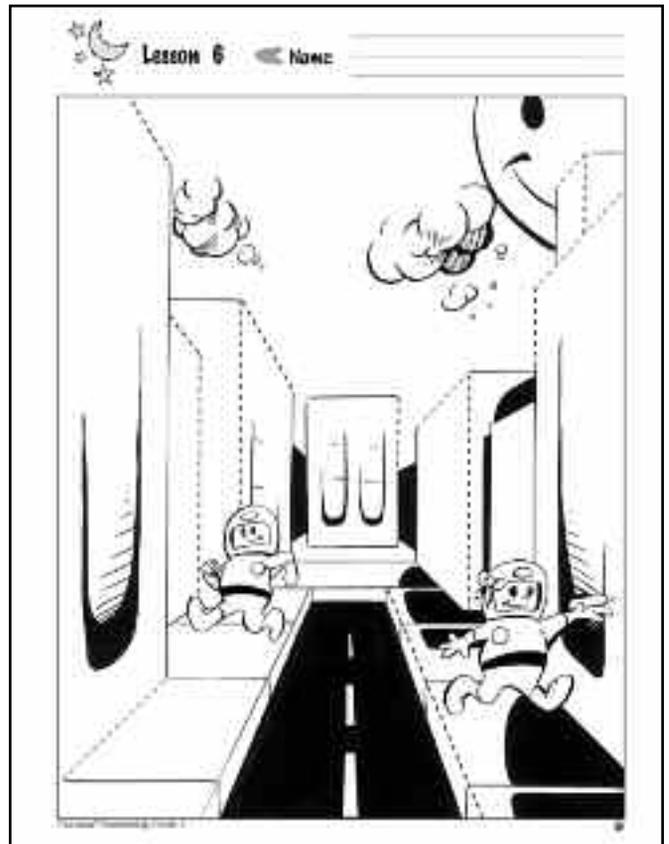
Lesson 6 - Line Practice

Teaching Tips:

1. Have the children practice straight and slanted lines in their warm-up activities.
2. Have them find examples of things with straight lines and slanted lines in their surroundings.
3. Introduce the picture. Have the children find the dotted lines they are to trace.
4. Check writing positions.
5. Trace lines and color picture.

Suggested Bible Verse Lessons 6-10:

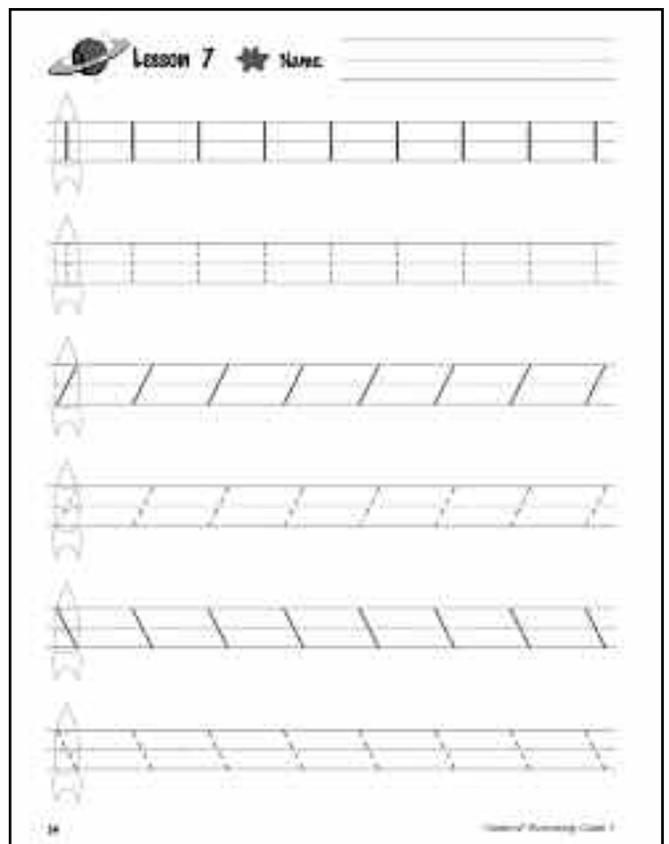
"Let everything that has breath praise the Lord." (Psalm 150:6) Continue the emphasis on all things being done for the glory of God.



Lesson 7 - Line Practice

Teaching Tips:

1. Do warm-up activity with both lines and circles.
2. Have the children look at the alphabet chart and find all the letters that use straight lines as part of the letter formation.
3. Have them find all letters that use slanted lines in the formation.
4. Introduce the page. Have the children observe the three types of lines they will practice. What parts of the rocket will be involved? (second stage and booster)
5. Do position check.
6. Observe children at work. Correct position. Compliment all efforts.
7. Break the activity as needed so that the children do not become tired and simply rush through it.



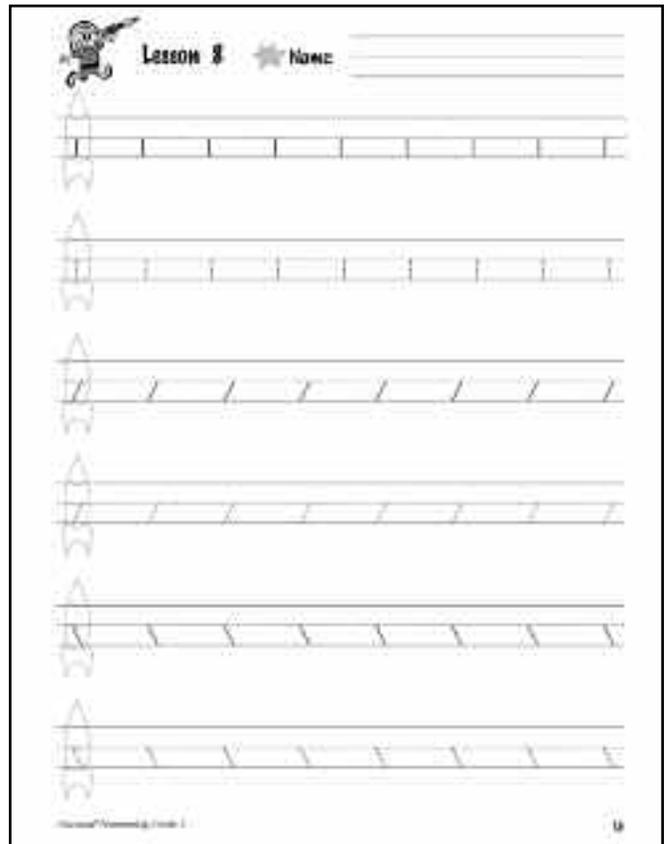
Lesson 8 - Line Practice

Teaching Tips:

1. Warm-up activities and position check.
2. Observe half-line practice (booster only).
3. Proceed as in previous lessons.
4. Remind the children to write their first name on the top line.

Suggested Bible Verse Lessons 6-10:

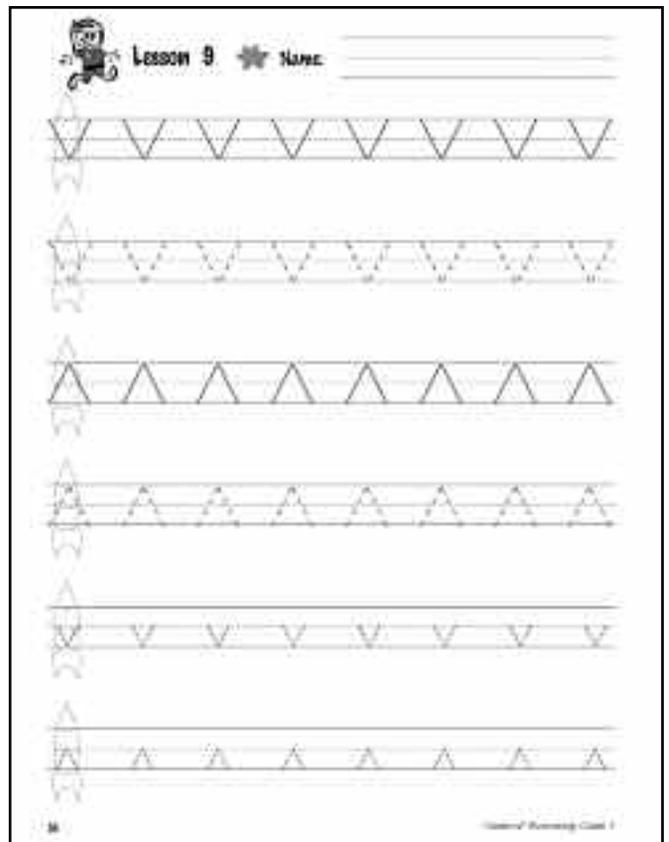
“Let everything that has breath praise the Lord.” (Psalm 150:6) Continue the emphasis on all things being done for the glory of God.



Lesson 9 - Line Practice

Teaching Tips:

1. Warm-up activities and position check.
2. Note the slant of the lines.
3. Note the small diagonal lines. Have the children find the small “v” on the alphabet chart.



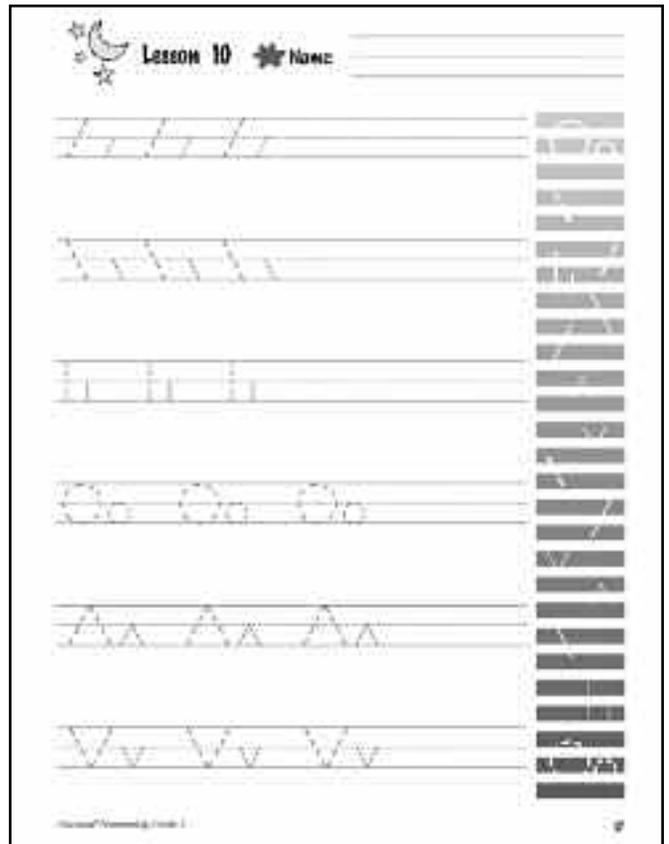
Lesson 10 - Special Page

Teaching Tips:

1. Warm-up activities and position check.
2. Children will finish lines with their own work: check spacing and slant.
3. Children may decorate page when finished.
4. Remind the children to write their first name on the top line.

Suggested Bible Verse Lessons 6-10:

“Let everything that has breath praise the Lord.” (Psalm 150:6) Continue the emphasis on all things being done for the glory of God.



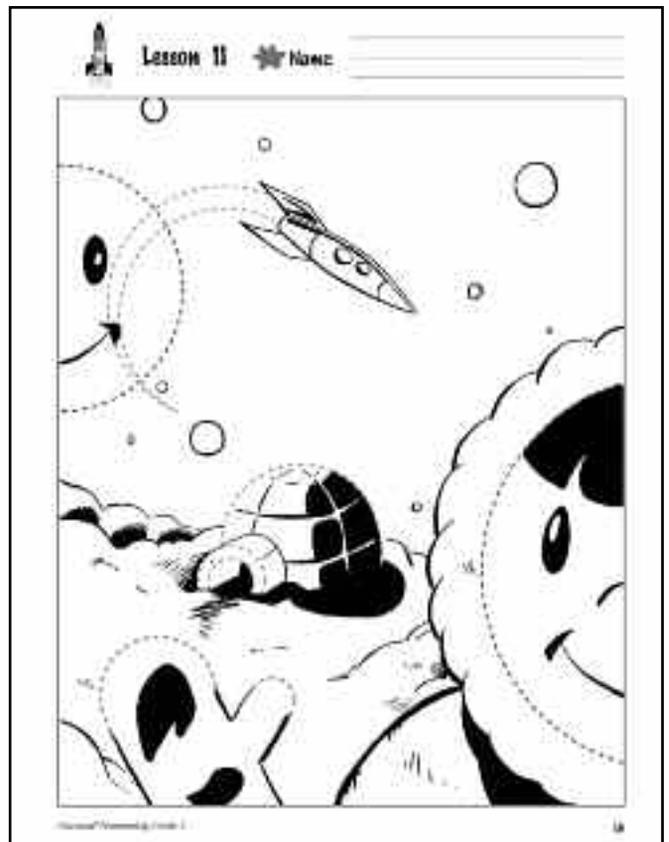
Lesson 11 - Half-Circle & Stroke Practice

Teaching Tips:

1. Proceed as with circles and lines. Have children think of half-circle objects.
2. Warm-up activities and position check.
3. Picture: find all dotted shapes to trace.
4. Trace objects and color picture when finished. The children may wish to add more half-circle pictures of their own.

Suggested Bible Verse Lessons 11-15:

“But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control.”
(Galatians 5:22)



Lesson 12 - Writing Motor Skills Practice

Teaching Tips:

1. Warm-up and position check.
2. Emphasize tracing carefully and slowly.
3. Break as needed.
4. Children requiring additional practice may use the writing motor skills practice pages duplicated from the masters located in the back of the *Teacher's Guide*.
5. Remind the children to write their first name on the top line.

Suggested Bible Verse Lessons 11-15:

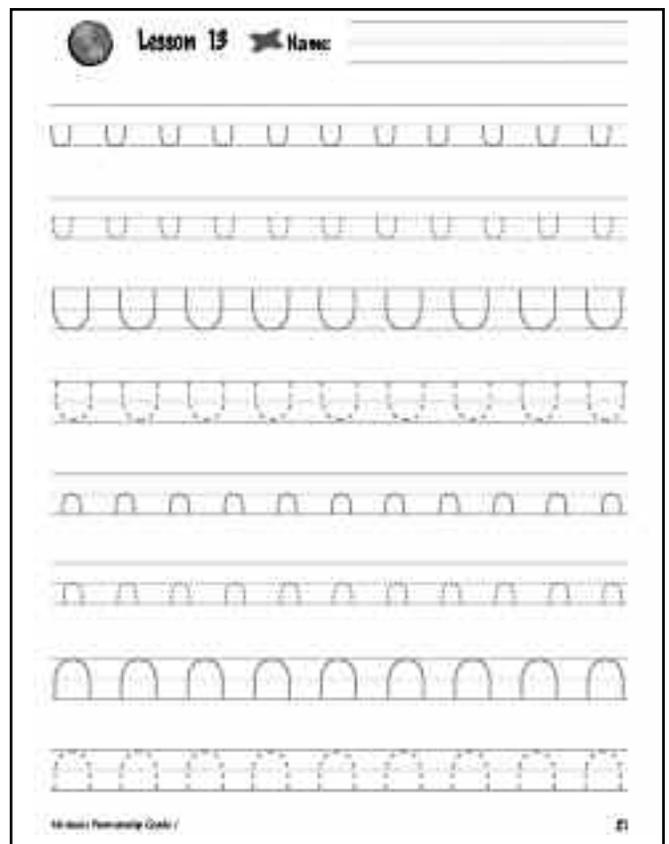
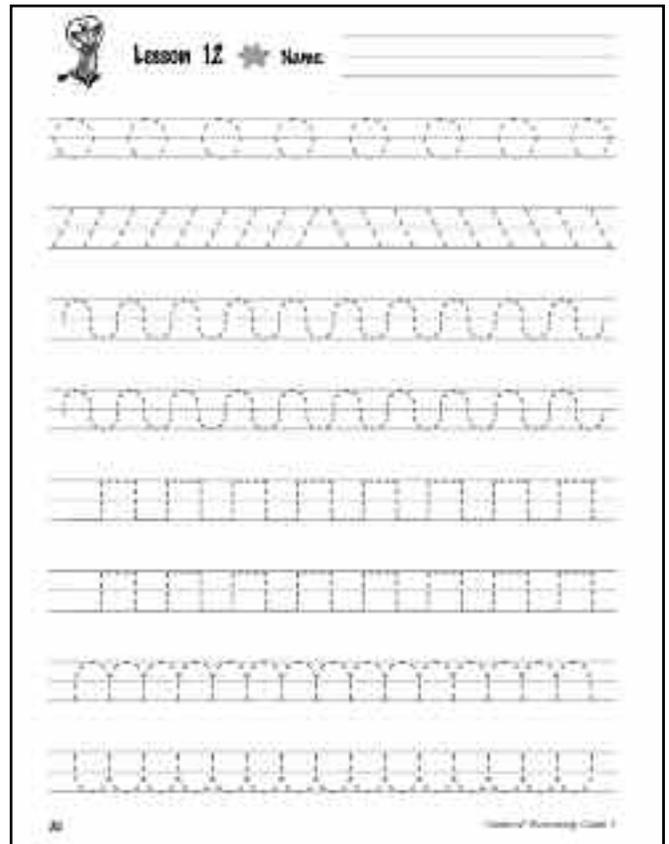
"But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control."

(Galatians 5:22)

Lesson 13 - Writing Motor Skills Practice

Teaching Tips:

1. Warm-up and position check.
2. Emphasize tracing carefully and slowly.
3. Break as needed.
4. Children requiring additional practice may use the writing motor skills practice pages duplicated from the masters located in the back of the *Teacher's Guide*.



Lesson 14 - Writing Motor Skills Practice

Teaching Tips:

1. Warm-up and position check.
2. Note starting position for the first four lines (two o'clock).
3. Have children identify letters formed in the first four lines (**Cc**).
4. Complete page as in previous lessons.
5. Children requiring additional practice may use the writing motor skills practice pages duplicated from the masters located in the back of the *Teacher's Guide*.

Suggested Bible Verse Lessons 11-15:

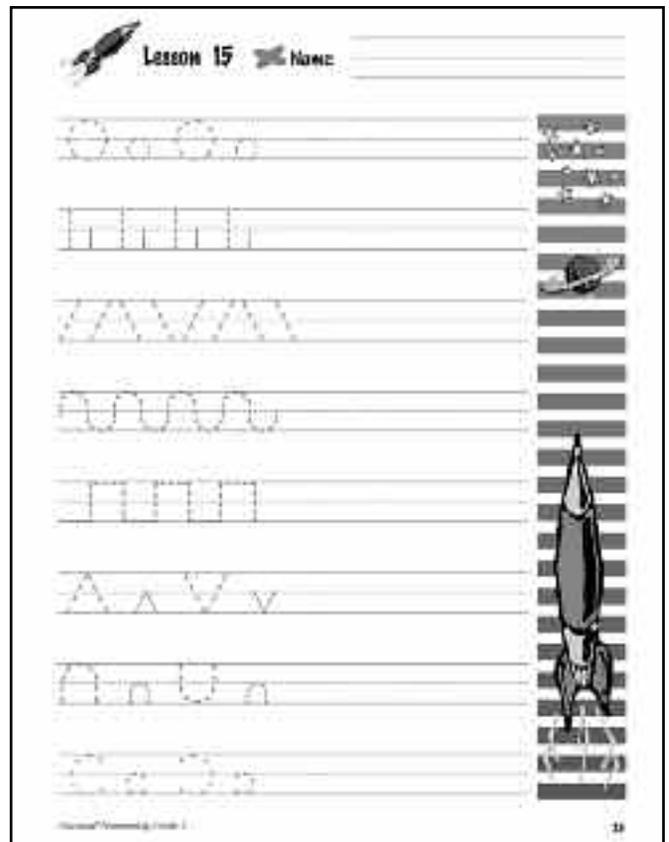
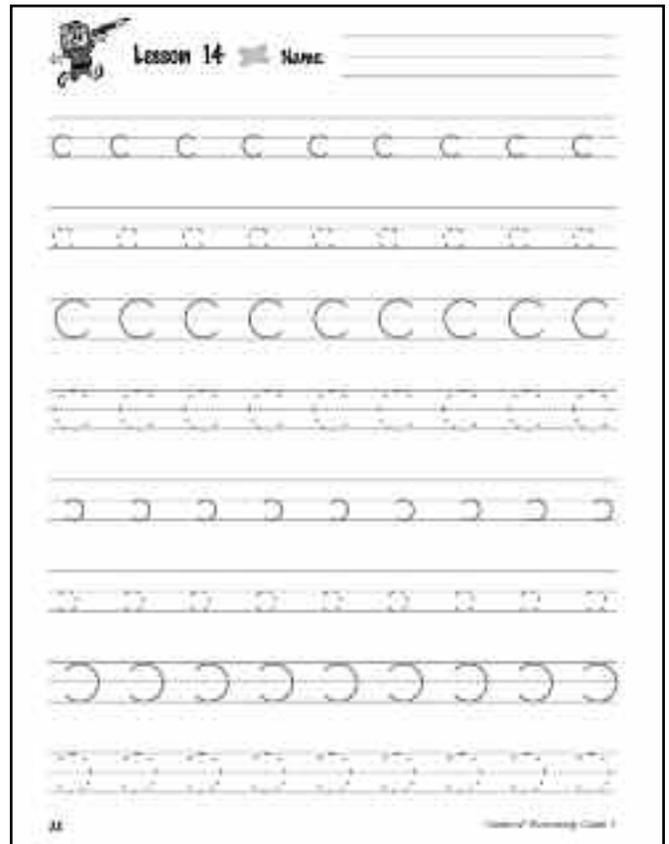
"But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control."

(Galatians 5:22)

Lesson 15 - Special Page

Teaching Tips:

1. Warm-up and position check.
2. Proceed as in other special pages, observing spacing and slant.
3. Color or decorate page as desired.
4. Remind the children to write their first name on the top line.



Lesson 16 - Letters a, o, d

Teaching Tips:

Describe the formation of each letter as it is written, noting its slant, position, and size within the guidelines. Descriptions are given in the lessons and are meant to accompany the demonstration of the letter, not to be used in isolation.

Have the children practice writing the letter in the air, on their hands, on the board, etc.

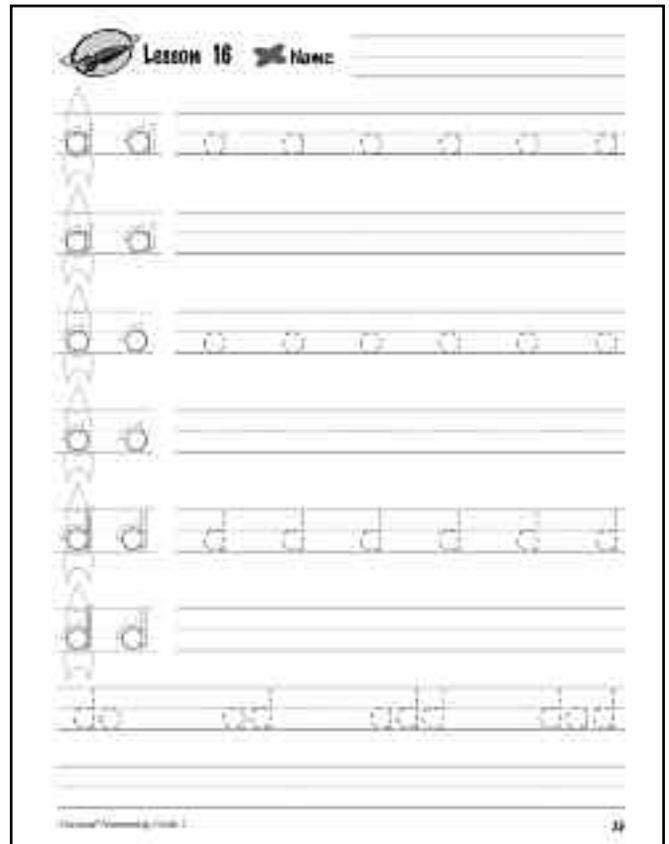
1. Three letters are introduced in this lesson: **a**, **o**, and **d**.
2. Have the children identify these letters, find them on the alphabet chart, in names, and on any signs which appear in their immediate surroundings.
3. Talk about the name and the sound each letter makes. Note how each letter is formed (use the rocket reference points):

a: circle (beginning at two o'clock position), and half-line. Children DO NOT pick up their pencils to make the half-line, but make the circle, then continue up to the dotted line and down again.

o: small circle

d: three-quarter circle (looks like a small "c") and a tall line (up to the top of the second stage). Use a continuous stroke around, up to the top, then down.

4. Go over the four words to be practiced at the bottom of the page. Explain the difference in meaning for "ad" and "add."
5. Warm-up for each letter and check position.



6. Practice the letters. Observe position, formation, and spacing.
7. Praise all efforts.
8. Circle the best attempt for each letter and word.

Suggested Bible Verse Lessons 16-20:

"I will praise you, O Lord, with all my heart; I will tell of all your wonders." (Psalm 9:1)

Lesson 17 - Letters c & e

Teaching Tips:

1. Letters **c** and **e** - Have the children identify these letters, find them on the alphabet chart, in names, and on any signs which appear in their immediate surroundings.
2. Have the children identify these letters, find them on the alphabet chart, in names, and on any signs which appear in their immediate surroundings.
3. Talk about the name and the sound each letter makes. Note how each letter is formed (use the rocket reference points):
c: as practiced in Lesson 14.
e: straight line, small **c**. Begin in the middle of the space between the dotted line and the bottom line. Go across and then up and around.
4. Warm-up for each letter and check position.
5. Remind the children to write their first name on the top line.
6. Observe position, formation, and spacing.
7. Letter practice in line 6: trace the letter, then copy it. In line 7 write each letter twice as in line 6.
8. Introduce words for writing practice. Ask the children to find more words using the letters they have learned so far. Trace words and observe spacing.
9. Praise all efforts.
10. Circle the best attempt for each letter and word.



Suggested Bible Verse Lessons 16-20:

"I will praise you, O Lord, with all my heart; I will tell of all your wonders." (Psalm 9:1)

Lesson 18 - Letters b & p

Teaching Tips:

1. Letters **b**, **p** – Note that these letters both begin with lines.
2. Have the children identify these letters, find them on the alphabet chart, in names, and on any signs which appear in their immediate surroundings. Talk about the name and the sound each letter makes. Note how each letter is formed (use the rocket reference points):
 - b**: tall line (second stage and booster) and circle. One stroke: down, up and around.
 - p**: line beginning at the dotted line and going down through the booster to the tip of the tail. One stroke: down, up, and around.
3. Warm-up for each letter and check position.
4. Practice the letters. Observe position, formation, and spacing. Watch for letter reversals.
5. Practice lines. See if children notice that the “a, b, c, d, e” are in sequence.
6. Trace letters in line 6. Copy them in line 7.
7. Introduce words, trace and copy. Watch for reversals in the final line.
8. Praise all efforts.
9. Circle the best attempt for each letter and word.

Suggested Bible Verse Lessons 16-20:

“I will praise you, O Lord, with all my heart; I will tell of all your wonders.” (Psalm 9:1)



Lesson 19 - Letters g & q

Teaching Tips:

1. Letters **g**, **q** – Note that both letters have a hook on the bottom.
2. Have the children identify these letters, find them on the alphabet chart, in names, and on any signs which appear in their immediate surroundings. Talk about the name and the sound(s) each letter makes. Note how each letter is formed (use the rocket reference points):

g: small circle and hook. One stroke: around, up, down to the rocket tail, curve back up toward the booster (left side).

q: small circle and hook. One stroke: around, up, down to the rocket tail, curve away from the rocket. Note that the curve on this letter does not go up as high as the curve on the “g.”

3. Warm-up for each letter and check position.
4. Practice the letters. Observe position, formation, and spacing.
5. Practice lines. See if the children recognize that “o, p, q” are in sequence.
6. Trace letters in line 6. Copy them in Line 7.
7. Introduce words, trace and copy.
8. Praise all efforts.
9. Circle the best attempt for each letter and word.

Suggested Bible Verse Lessons 16-20:

“I will praise you, O Lord, with all my heart; I will tell of all your wonders.” (Psalm 9:1)



Lesson 20 - Special Page

Teaching Tips:

1. Review the letters and words with the children.
2. Remind the children to write their first name on the top line.
3. Have the children begin writing. This page is designed to show the children's best work for the week.
4. Observe position, formation, and spacing. Watch for reversals.
5. Praise all efforts.
6. Children may decorate the page.

Suggested Bible Verse Lessons 16-20:

"I will praise you, O Lord, with all my heart; I will tell of all your wonders." (Psalm 9:1)

