

## Objectives

1. This workbook has been designed to continue with the cursive handwriting development and practice for the student at the fourth grade level.
2. Students will learn from repetitious practice, the proper technique for, and formation of, cursive words, phrases, short sentences, and definitions.
3. This workbook will also be used in conjunction with the spelling component of our program, and will help to improve the student's penmanship while providing additional practice for each of the weekly spelling tests. Penmanship will be graded on all spelling tests along with proper spelling and definitions.
4. Teachers should emphasize the use of cursive writing only on all work. By week # 29 in the *Second Grade*, all work is submitted in cursive handwriting. Tutors will reduce grades for work that is turned in to school in printed form. Special exceptions must be obtained from the O.L.V.S Office to deviate from this practice, and a unique need demonstrated by the in-home teacher.

## Method

- A. An additional dotted top line is introduced in this year's writing book. This will begin the student's letter size reduction progress toward a "two line" writing style which is standard in lined notebook and college rule writing paper. The center dotted line will be discontinued after Lesson 60.
- B. On assigned days the student will trace over each of the dotted examples as well as continue practice examples to the end of each line. Any unfinished work may be assigned for homework where necessary to complete each day's assignments.
- C. After the student has written a line of the examples, check his/her work for conformity. Carefully note any deviations from the examples at the start of each line. (i.e., letter not reaching full or half height lines, or no loop in letters like b, d, l, or g, q, y etc.)
- D. On Fridays a Spelling Test Form is provided for your student to take the weekly spelling test from the Traditional Catholic Spelling Workbook. Be sure to emphasize that using proper penmanship on these tests is very important and will be graded.

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## General Handwriting Instructions

These handwriting pages have been designed as a tool to help the student to learn the proper formation of letters and numbers, words and short sentences, linear and columnar number alignments, and lists, by means of repetitious practice, and reinforcement of the proper cursive writing techniques taught at this level.

Be sure the child sits properly, holds the pencil correctly, and slants the writing paper. The paper should be placed directly in front, slanted at the same angle as the writing arm. (Approximately 15 degrees.) The arm should slide easily across the paper. The pencil should point toward the shoulder of the hand holding the pencil. The child should grasp the pencil between the thumb and index finger, letting it rest lightly on the middle finger. Tutor should demonstrate this often, as well as monitor the student's performance throughout the course.

A left handed student should slant the paper in the opposite direction of a right handed student. The student should not be allowed to "hook" by bending the wrist with the hand above the writing line. The slant in either case (for both right and left handed students) should match the slant in this book and in the "Traditional Catholic Spelling Workbooks" available from Our Lady of Victory School for Grades 1B through 8.

Our Lady of Victory School  
Catholic Writing Skills Workbook - Grade 4

Aa Bb Cc Dd Ee Ff

Gg Hh Ii Jj Kk Ll

Mm Nn Oo Pp Qq

Rr Ss Tt Uu Vv

Ww Xx Yy Zz . , ? !

1 2 3 4 5 6 7 8 9 10

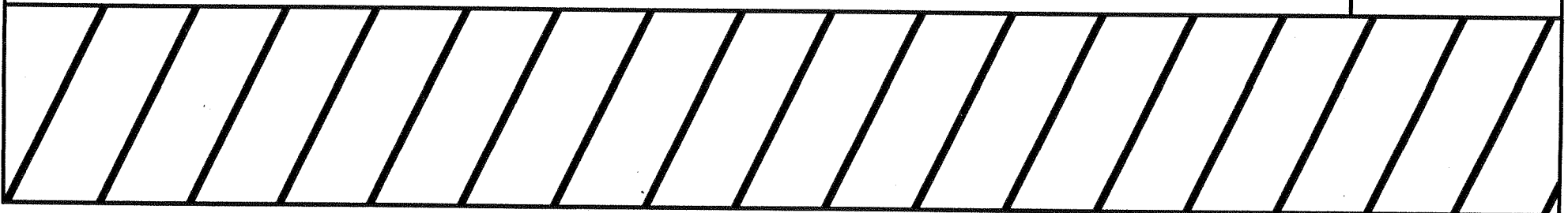
PROPER SLANT ANGLE OF 15°.  
THIS IS APPROPRIATE FOR BOTH RIGHT AND LEFT HANDED STUDENTS

**Example:**  
Cursive Letters  
Upper and  
Lower Case  
with Numbers  
and Punctuation

Use this example  
as a reference  
from which to  
grade proper upper  
and lower case  
letter and number  
formation.

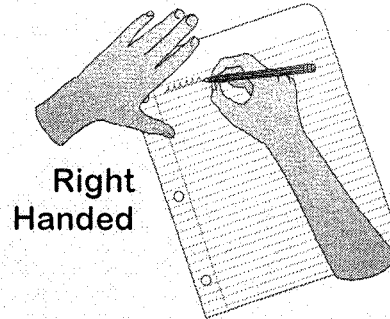
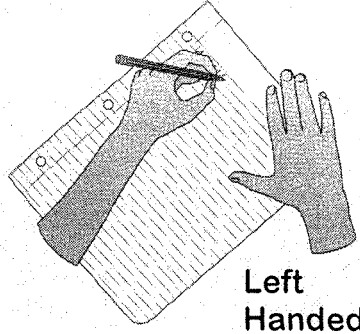
A 15° slant from  
the bottom left to  
the top right shall  
be maintained in  
all upper and lower  
case lettering and  
numbers.

All upper case  
letters extend the  
full line height,  
even for those  
letters which  
extend below  
the bottom line.

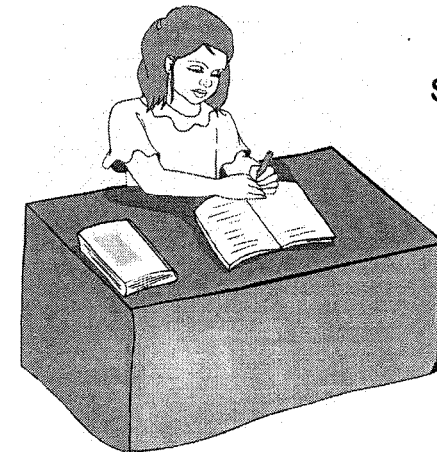


# PROPER POSITION FOR PENCIL, PAPER and STUDENT

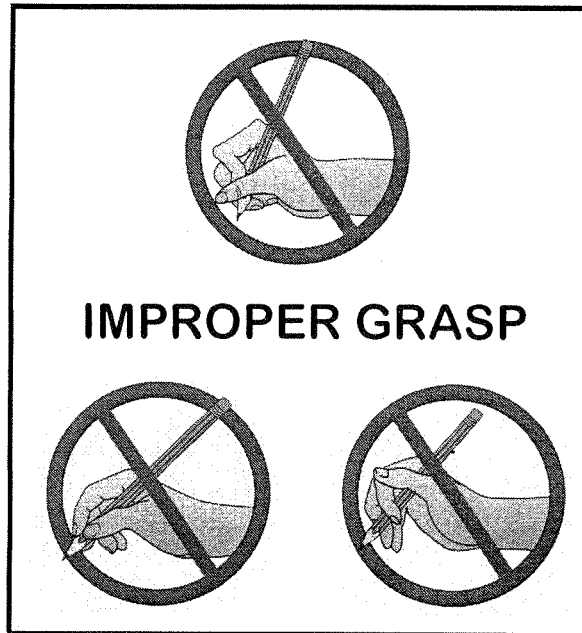
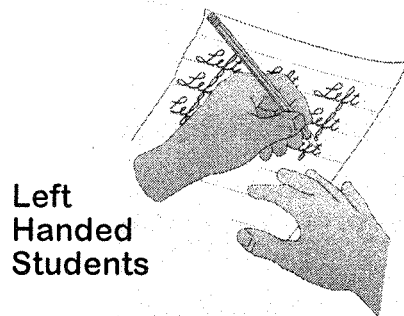
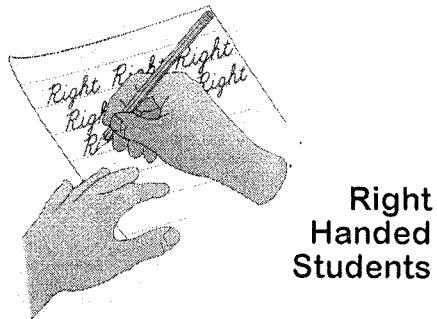
## PROPER PAPER POSITION



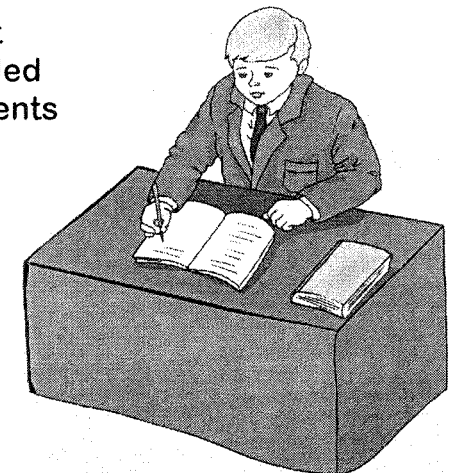
## PROPER WRITING POSTURE



## PROPER GRASP



Right Handed Students



A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !

**PRACTICE LESSON**

Review Cursive Letters & Numbers

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A B C D E

F G H I J

K L M N O

P Q R S T

U V W X Y

a b c d e f

g h i j k l

m n o p q r

s t u v w

1 2 3 4 5

6 7 8 9 10

**Copy Over:**  
Cursive Letters  
Upper & Lower  
Case with  
Numbers

Use these examples for practice in proper letter formation. Copy over and rewrite each letter and number.

A 15° slant from the bottom left to the top right shall be maintained in all upper case lettering and numbers.

All upper case letters extend to the top line height, even for those letters which extend below the bottom line.

All cursive numbers are 3/4 line height and have the same 15° slant as the letters.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !

**BASELINE PRACTICE**

To be graded by HOME Teacher

Penmanship: \_\_\_\_\_ %

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Catholic Writing Skills Workbook - Grade 4

**LESSON 1**

Write Cursive Letters A - Z  
Upper Case, and Numbers 1 - 10

Handwriting practice lines consisting of multiple sets of horizontal lines with a dashed midline for cursive letter formation.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !



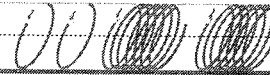
**Basic Strokes:** Trace and finish the top row at the start of each lesson.

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LESSON

Continue letter set across each



**Fundamentals:** Trace and finish the letter examples (at least 4 times each set) as shown below. Try to reproduce each word set (2 times each) exactly as the samples appear.

A

Adam

a

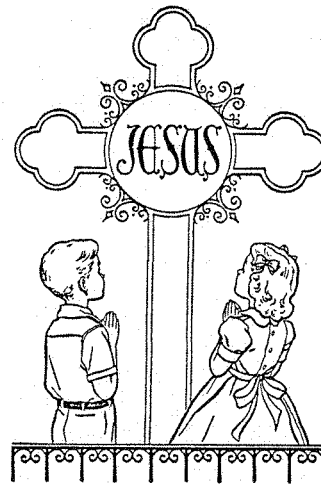
apple



**Practicing Penmanship:** Using your best penmanship, copy over the bible verse, then write the sentences below.

Humble thyself in the sight of the Lord, and He will lift you up.

James 4:10



Blessed be the Holy Name of Jesus.



**Spelling Practice:** Copy over, then re-write the words from your spelling lists below. Try to reproduce each word exactly as the samples appear.

audible

author

awful

claw

fault

fraud

hawk

lawyer

blessed

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !

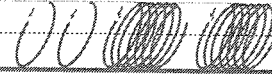
**Top Line:** Basic Stroke Practice - Trace and finish the first row

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**LESSON 5**

Copy over the quotations



### Quotes from Jean Parisot de la Vallette ( 1498 - 1568 )

Grandmaster of the Knights of Malta, Jean Parisot de la Vallette found it a singular honor that he should lead a small but valiant band of Knights in the defense of Christendom. When in 1554, the Turks, under the banner of Islam, lead an armada of 200 war ships and 40,000 soldiers against the tiny Island of Malta, the outcome would determine control of the Mediterranean, and the fate of Christianity. Vallette placed his knights under the protection of the Blessed Virgin Mary, Mother of God, and prayed to Her to provide Christ a glorious victory.

The 700 Knights and 8,000 inhabitants of Malta (among whom were the descendants of St. Paul the Apostle), were to the Turks an affront to Islam, and a key to the destruction of Christendom. After nearly four months of battle, on the 6th of September, the badly defeated Turkish armada left these shores. His brave Knights had held off a Turkish army five times their numbers. When the heroic Grandmaster died on the 21st of August, 1568, he was buried in the church of Our Lady of Victories in the capital city. . . the city of Valletta, so named by the grateful citizens of the Island of Malta.



★ "The laws of honor cannot be satisfied by throwing away one's life when it is convenient. A soldier's duty is to obey. You will tell your comrades that they are to stay at their posts."

★ "Here we must all perish together, or finally, with the help of God, succeed in driving off the enemy."

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !

**LESSON 6**

Spelling Test #2 - Words 1 to 20

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Home Teacher - Words: - /25 Defs: - /5

OLVS Tutor - Penmanship: \_\_\_\_\_%

Name: \_\_\_\_\_

1.

12.

2.

13.

3.

14.

4.

15.

5.

16.

6.

17.

7.

18.

8.

19.

9.

20.

10.

11.

*(Do words with definitions  
on back side of this page.)*

*You're Being Graded,  
So Remember...  
Neatness Counts !!*





U B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !

**LESSON 6 (continued)**

Spelling Test #2 - Words & Definitions

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21.

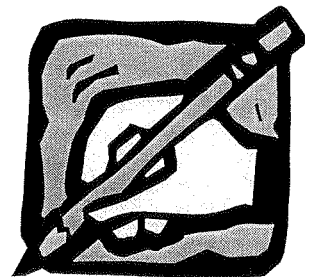
22.

23.

24.

25.

*You're Being Graded,  
So Remember...  
Neatness Counts !!*



A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
abcdefghijklmnopqrstuvwxyz 1 2 3 4 5 6 7 8 9 0 . , ? !



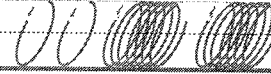
**Basic Strokes:** Trace and finish the top row at the start of each lesson.

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LESSON 46

Continue letter set across each line.



**Focus on Fundamentals:** Trace and finish the letter examples (at least 4 times each set) as shown below. Try to reproduce each letter set exactly as the samples appear.

O

Orient

o

orange



**Practicing Penmanship:** Using your best penmanship, copy over the bible verse below.

For God so loved the world, as to give  
His only begotten Son: that whosoever  
belieth in Him may not perish, but  
may have life everlasting.

John 3:16



**Practice Makes Perfect:** Copy over, then re-write the words from your spelling lists below. Try to reproduce each word exactly as the samples appear.

citrus

complete

famous

jealous

joyous

nervous

pious

many

honor