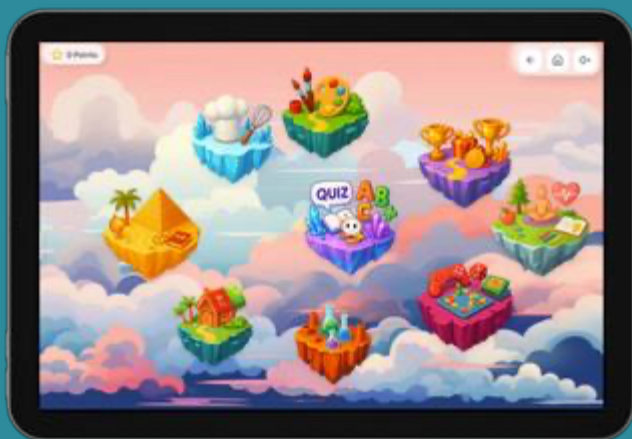




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Capitals and Lower-Case Partners - Year 1

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Teacher Guide

Capitals and Lower-Case Partners — Year 1

Purpose

Teach children to match capital and lower-case partners, notice relative height and distinct shapes, and transfer those decisions into names and short captions.

Before teaching

Choose the state or territory variable before modelling. Use only its display, movement models, worksheets and assessment pages. Keep every form unjoined.

Suggested flow

Display and compare → model start and direction → guided pair practice → matching stations → fresh names and captions → independent assessment.

Assessment evidence

Look for recognisable forms, correct capital placement, appropriate relative size, readable spaces, independence and a comfortable functional grasp.

Six-Lesson Sequence

Use the same handwriting variant throughout the unit

1

Meet the partners

Use the display to compare capital and lower-case forms.

2

Start and direction

Model A/a, B/b, D/d, G/g, M/m and R/r in the cursive style.

3

Names and words

Read and write Adam, Bobby, Cuzi, Mimi, Rory, Ruby, garden and rabbit.

4

Matching solutions

Match, say, write, write from memory and ask a reader for feedback.

5

Transfer and repair

Write fresh names and repair RuBy has a red bag.

6

Independent evidence

Complete the dictated words and caption, then set a specific next step.

Support: larger guides and shorter sets. Core: independent names and captions. Extension: a longer purposeful caption.

Variant Selection Index

Print and teach one state or territory set

State / territory	Handwriting model	Resource pages
NSW / ACT	NSW Print	01, 06–09, 26–31, 59–62, 79–80
VIC / WA / NT	VIC Pre-Cursive	02, 10–13, 20–23, 37, 43–45, 61–82
SA	SA Print	03, 14–17, 38–43, 67–70, 83–84
QLD	QLD Print	04, 18–21, 44–49, 71–74, 85–86
TAS	TAS Print	05, 22–25, 50–55, 75–78, 87–88

Shared pages 56–58 support every variant. Page 89 is the shared rubric. Select one state set only; do not mix forms within a lesson or assessment.

CAPITAL AND LOWER-CASE PARTNERS

NSW / ACT

Capital letters can be taller. Lower-case partners can have a different shape.

Capital

Lower-case

A

a

Baseline →

Capital

Lower-case

G

g

Baseline →

PREVIEW

B b

Baseline →

B is not b.

Lower-case b is not a small capital B.

CAPITAL AND LOWER-CASE PARTNERS

VIC / WA / NT

Capital letters can be taller.
Lower-case partners can have a different shape.

Capital

Lower-case

Aa

Baseline

Capital

Lower-case

Gg

Baseline

Capital

Lower-case

Bb

Baseline

B is not **b**.

Lower-case **b** is not
a small capital **B**.

CAPITAL AND LOWER-CASE PARTNERS

SA

Capital letters can be taller.
Lower-case partners can have a different shape.

Capital

Lower-case

Capital

Lower-case

A a G g

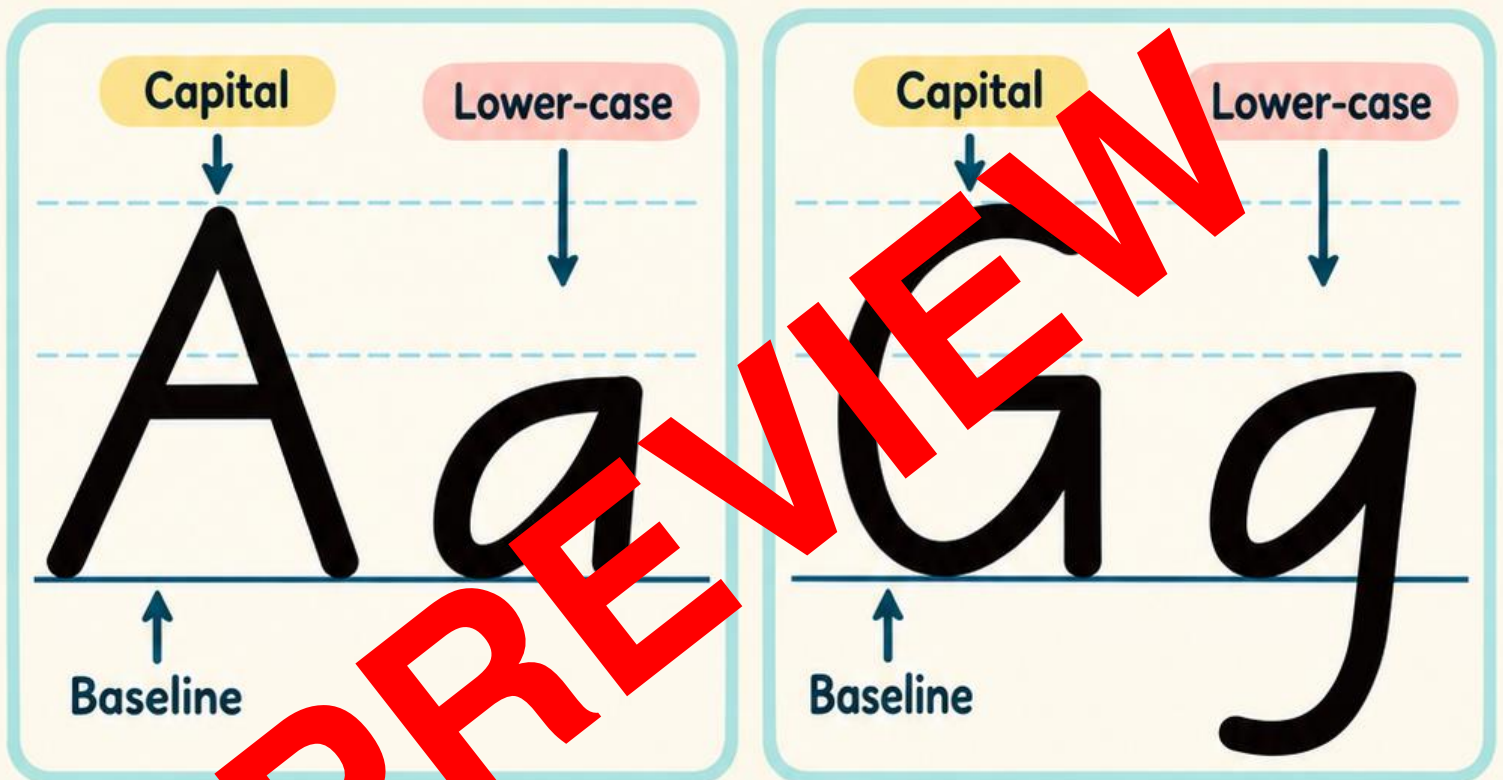
Baseline →

B is not b.

Lower-case b is not
a small capital B.

CAPITAL AND LOWER-CASE PARTNERS QLD

Capital letters can be taller.
Lower-case partners can have a different shape.



B b

B is not b.

Lower-case b is not
a small capital B.

CAPITAL AND LOWER-CASE PARTNERS

TAS

Capital letters can be taller. Lower-case partners can have a different shape.

Capital

Lower-case

A

Baseline

a

Capital

Lower-case

o

Baseline

g

B

Baseline

b

B is not b.

Lower-case b is not
a small capital B.

MEET A/a, B/b AND D/d

NSW / ACT

● Start



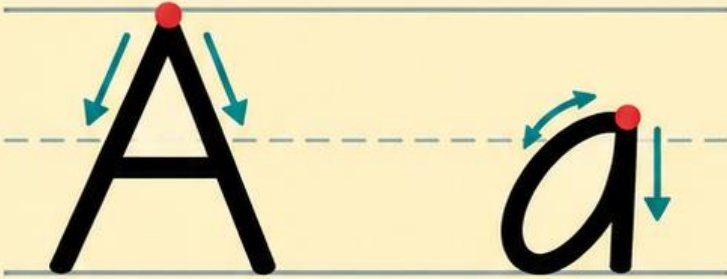
Direction



Baseline

Capital

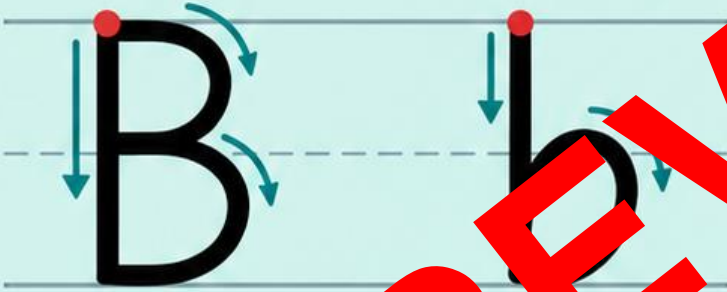
Lower-case



Say the pair. Trace in the air. Write it once.

Capital

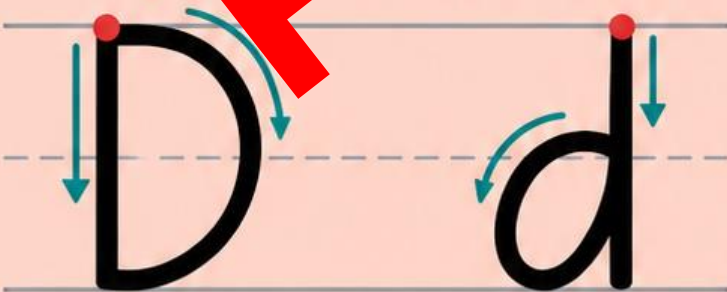
Lower-case



Say the pair. Trace in the air. Write it once.

Capital

Lower-case



Say the pair. Trace in the air. Write it once.

MEET G/g, M/m AND R/r

NSW / ACT

Capital

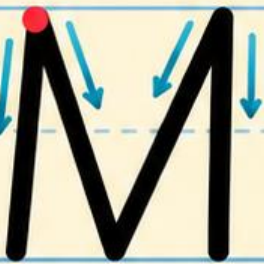


Lower-case



Say the pair. Trace in the air. Write it once.

Capital



Lower-case



Say the pair. Trace in the air. Write it once.

Capital



Lower-case



Say the pair. Trace in the air. Write it once.

● Start



Direction



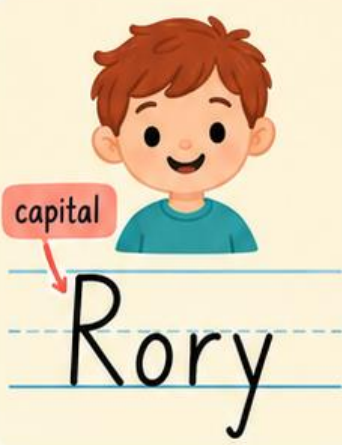
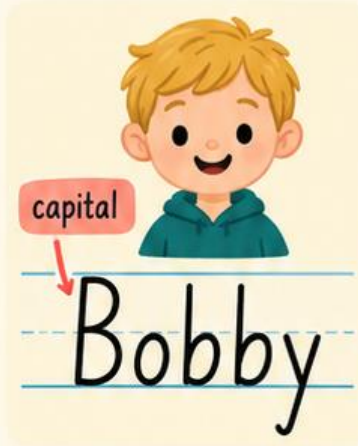
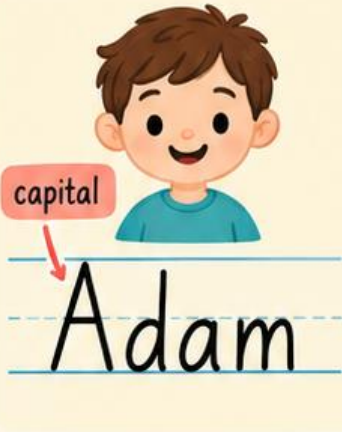
Baseline



PARTNERS IN WORDS

NSW / ACT

Names begin with a capital. Most other letters are lower-case.



Now you try!



FROM WORDS TO A CAPTION

NSW / ACT

capital

Ruby has a red bag.

spaces

spaces

lower-case

red



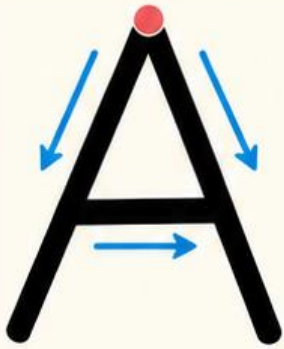
Write a new caption about a red bag. !

Handwriting practice lines for writing a new caption.

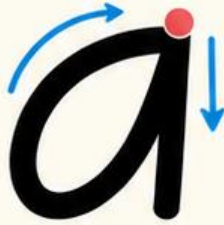
MEET A/a, B/b AND D/d

VIC / WA / NT

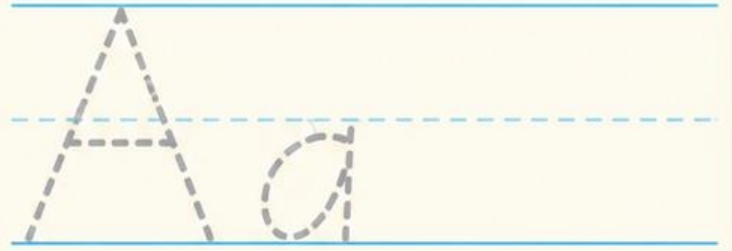
Capital



Lower-case

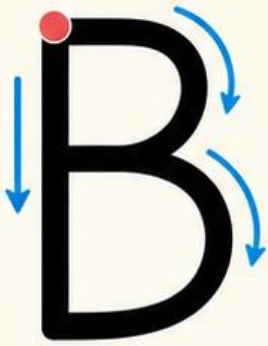


Say the pair. Trace in the air. Write it once.

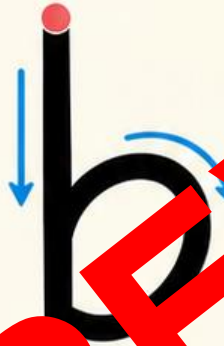


● Start → Direction — Baseline

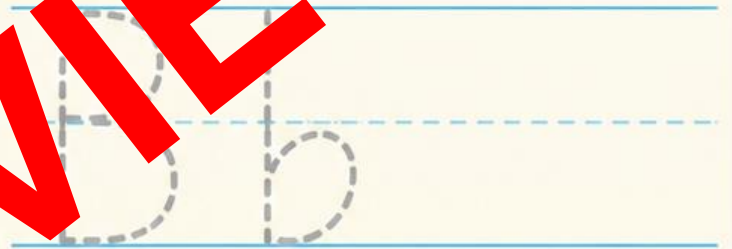
Capital



Lower-case

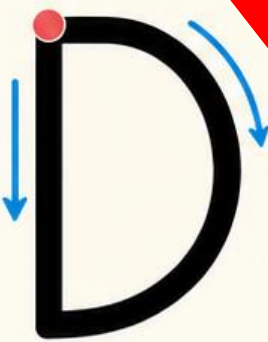


Say the pair. Trace in the air. Write it once.

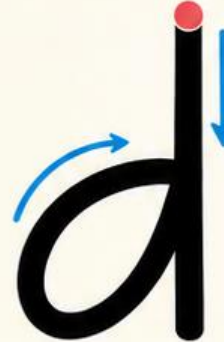


● Start → Direction — Baseline

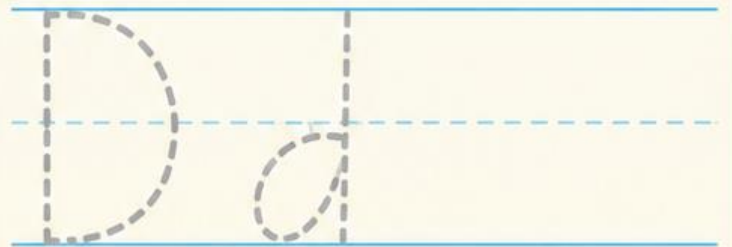
Capital



Lower-case



Say the pair. Trace in the air. Write it once.



● Start → Direction — Baseline

MEET G/g, M/m AND R/r

VIC / WA / NT



Start



Direction



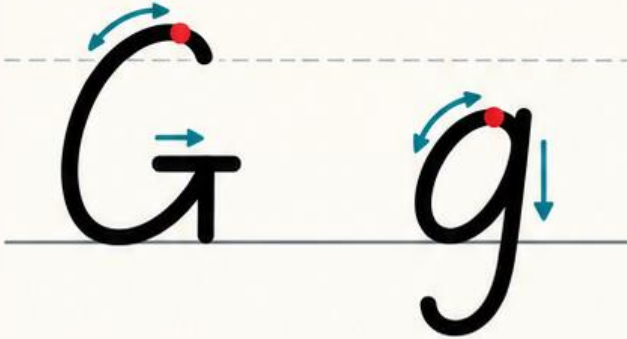
Baseline

Gg

Capital

Lower-case

Say the pair. Trace in the air. Write it once.



Mm

Capital

Lower-case

Say the pair. Trace in the air. Write it once.

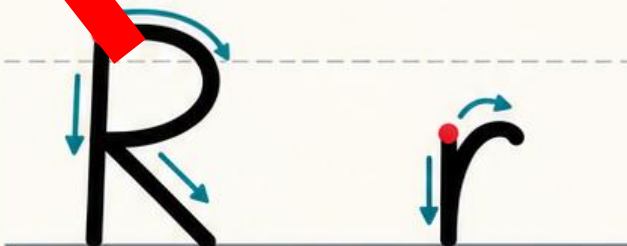


Rr

Capital

Lower-case

Say the pair. Trace in the air. Write it once.



PARTNERS IN WORDS

VIC / WA / NT

Names begin with a capital. Most other letters are lower-case.



capital

Adam



capital

Bobby



capital

Gigi



capital

Mia



capital

Rory



capital

Ruby



lower-case

garden



lower-case

rabbit

Now it's your turn!

Write some of your own names or words.

Handwriting practice lines for writing names or words.



Brighter writers. Brighter futures. ❤️

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LEARNING

FROM WORDS TO A CAPTION

VIC / WA / NT



capital

lower-case

Ruby has a red bag.

spaces

spaces

spaces

Write a new caption about a red bag.

MEET A/a, B/b AND D/d

SA

Capital

Lower-case

Start ● Direction →

Baseline - - - - -

A

a

Say the pair. Trace in the air. Write it once.

A a

Capital

Lower-case

Start ● Direction →

Baseline - - - - -

B

b

Say the pair. Trace in the air. Write it once.

B b

Capital

Lower-case

Start ● Direction →

Baseline - - - - -

D

d

Say the pair. Trace in the air. Write it once.

D d

MEET G/g, M/m AND R/r

SA

Capital

Lower-case

Say the pair. Trace in the air. Write it once.

G

g

Capital

Lower-case

Say the pair. Trace in the air. Write it once.

M

m

Capital

Lower-case

Say the pair. Trace in the air. Write it once.

R

r

● Start



Direction



Baseline

PARTNERS IN WORDS

SA

Names begin with a capital. Most other letters are lower-case.

capital

lower-case

Adam

capital

lower-case

Bobby

capital

lower-case

Gigi

capital

lower-case

Anna

capital

lower-case

Rory

capital

lower-case

Ruby

lower-case

garden

lower-case

rabbit

Now you try!



FROM WORDS TO A CAPTION

SA



capital

lower case

Ruby has a red bag.

spaces

spaces

spaces



Write a new caption about a red bag.

MEET A/a, B/b AND D/d

QLD

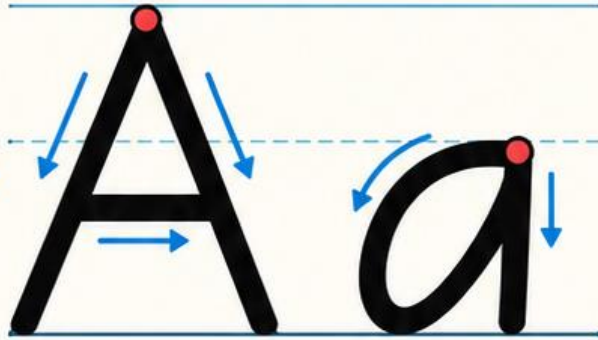
Capital

Lower-case

Start ●

Direction →

Baseline —



Say the pair. Trace in the air. Write it once.



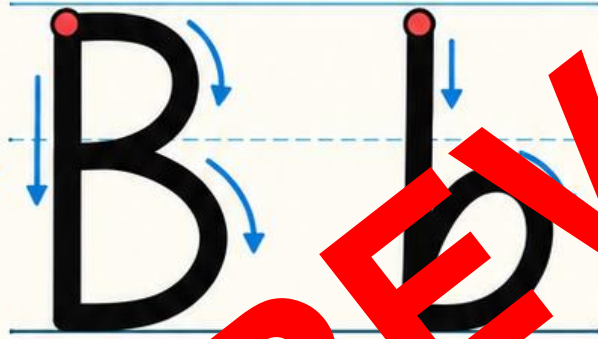
Capital

Lower-case

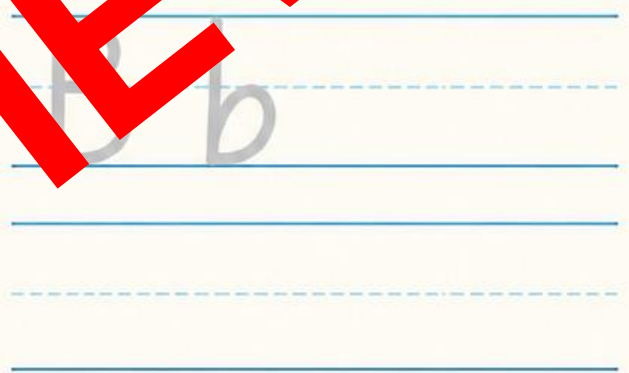
Start ●

Direction →

Baseline —



Say the pair. Trace in the air. Write it once.



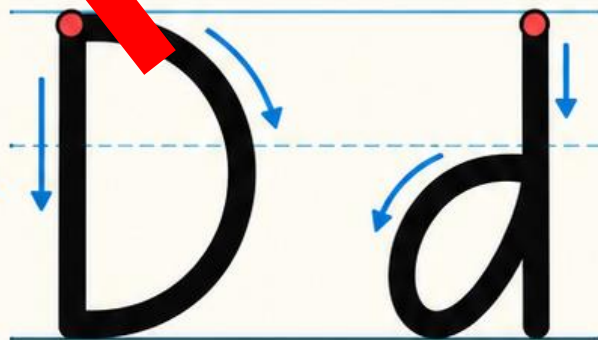
Capital

Lower-case

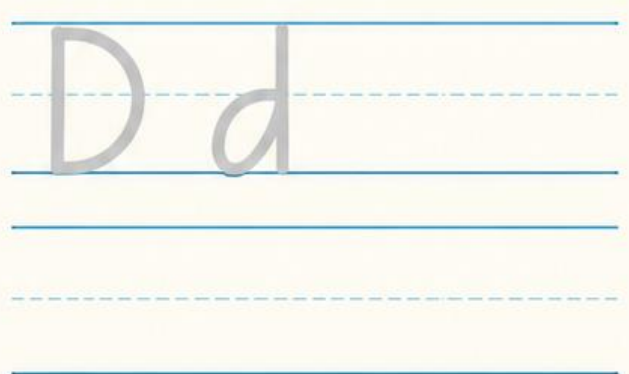
Start ●

Direction →

Baseline —



Say the pair. Trace in the air. Write it once.

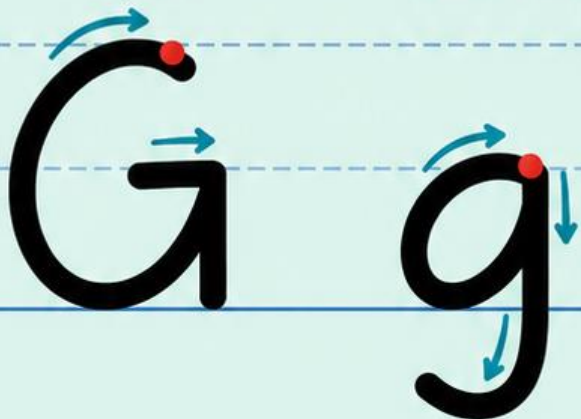


MEET G/g, M/m AND R/r

QLD

Capital

Lower-case

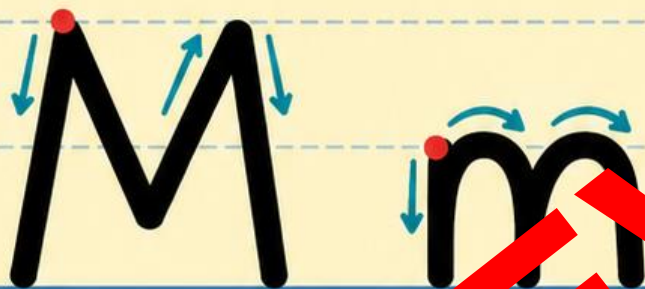


Say the pair. Trace in the air. Write it once.

Three horizontal lines for writing practice: a top dashed line, a middle dashed line, and a bottom solid baseline.

Capital

Lower-case

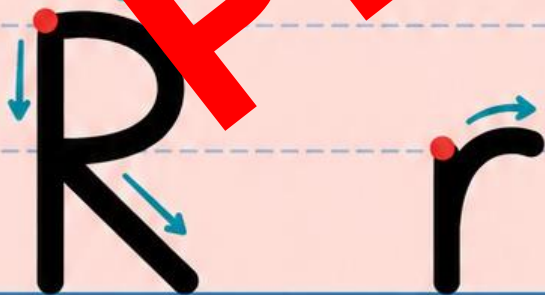


Say the pair. Trace in the air. Write it once.

Three horizontal lines for writing practice: a top dashed line, a middle dashed line, and a bottom solid baseline.

Capital

Lower-case



Say the pair. Trace in the air. Write it once.

Three horizontal lines for writing practice: a top dashed line, a middle dashed line, and a bottom solid baseline.



Start



Direction



Baseline

PARTNERS IN WORDS

QLD

Names begin with a capital. Most other letters are lower-case.

capital

lower-case

Adam

capital

lower-case

Bobby

capital

lower-case

Gigi

capital

lower-case

Mia

capital

lower-case

Rory

capital

lower-case

Ruby

lower-case

garden

lower-case

rabbit



Now it's your turn! Write some names or words.



Handwriting practice lines for writing names or words.

Handwriting practice lines for writing names or words.

FROM WORDS TO A CAPTION

QLD

capital

Ruby has a red bag.

spaces

spaces



lower-case

red

Red
bags are
brilliant!



Write a new caption about a red bag.



Handwriting practice lines for writing a new caption.

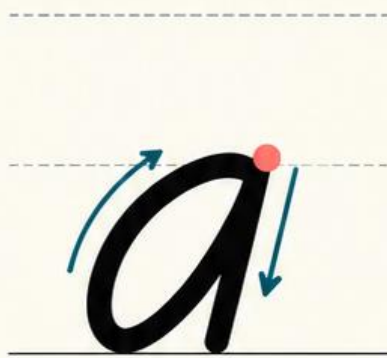
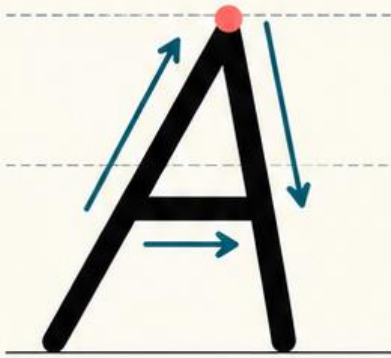
MEET A/a, B/b AND D/d

TAS

Capital

Lower-case

Say the pair. Trace in the air. Write it once.



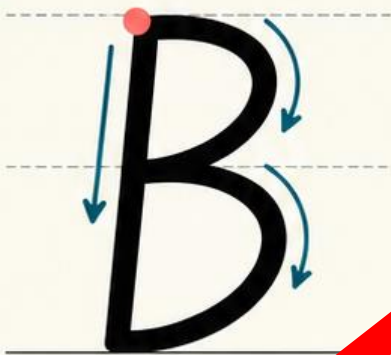
A a

Start ● Direction → Baseline —

Capital

Lower-case

Say the pair. Trace in the air. Write it once.



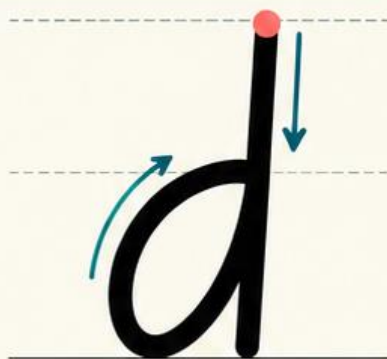
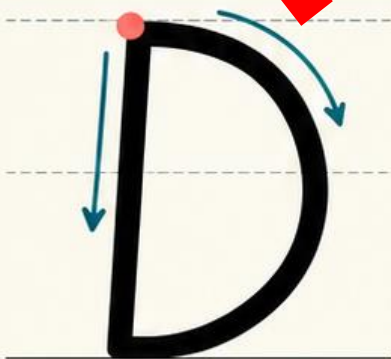
B b

Start ● Direction → Baseline —

Capital

Lower-case

Say the pair. Trace in the air. Write it once.



D d

Start ● Direction → Baseline —

MEET G/g, M/m AND R/r

TAS

Capital



Lower-case



Start

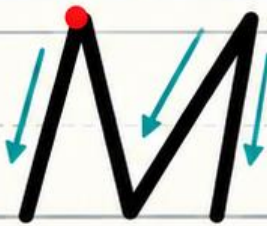


Direction



Baseline

Capital



Lower-case

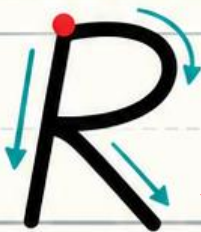


Start

Direction

Baseline

Capital



Lower-case



Start



Direction



Baseline

Say the letter. Trace in the air. Write it once.

G g

M m

R r



PARTNERS IN WORDS

TAS



capital

lower-case

Adam



capital

lower-case

Bobby



capital

lower-case

Gigi



capital

lower-case

Mia



capital

lower-case

Rory



capital

lower-case

Ruby



lower-case

garden



lower-case

rabbit

Names begin with a capital. Most other letters are lower-case.



Now you write!



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FROM WORDS TO A CAPTION

TAS

capital

lower-case

Ruby has a red bag.

spaces

spaces

spaces

spaces

lower-case

red



Write a new caption about a red bag.



Name: _____

NSW / ACT

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.

A B D G M R

g a r b m d

1.

2.

3.

4.

5.

6.

Circle the pair that looks most different.

Name: ANSWERS

NSW / ACT

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.

1 A	2 B	3 D	4 G	5 M	6 R
4 g	1 a	6 r	2 b	5 m	3 d

1. A-a
2. B-b
3. D-d
4. G-g
5. M-m
6. R-r

Another justified choice is acceptable.
Circle the pair that looks most different.

NAMES ON THE GUIDE

Name: _____

NSW / ACT

Copy each name. Keep the capital taller than its lower-case partners.

Mia

Rory

Ruby

Mia has a red bag.



NAMES ON THE GUIDE

Name: ANSWERS

NSW / ACT

Capitals are taller; lower-case forms stay state-correct.

Mia

Mia

Rory

Rory

Ruby

Ruby

Mia has a red bag.



Name: _____

NSW / ACT

A NAME AND A CAPTION

1. Write one familiar name with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.



PREVIEW

Name: ANSWERS

NSW / ACT

A NAME AND A CAPTION

1. Write one familiar name with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.



Mara

Mara has a red bag

PREVIEW

Partner: M (m)

Other accurate names and captions are accepted.

Name: _____

VIC / WA / NT

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.

A	B	D	G	M	R
---	---	---	---	---	---

g	a	r	b	m	d
---	---	---	---	---	---

--

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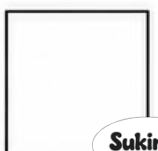
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--

Circle the pair that looks most different.

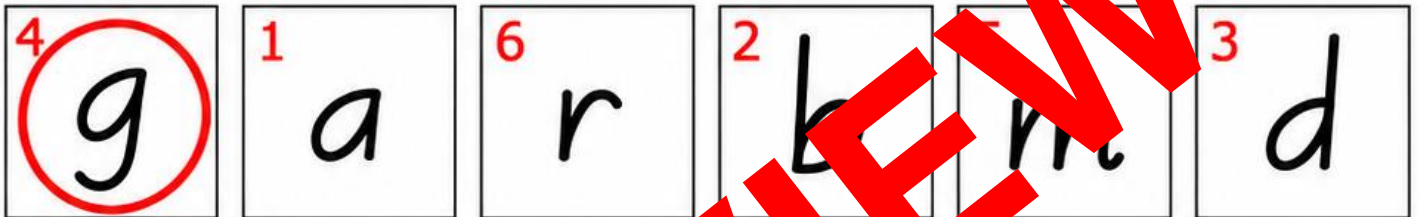
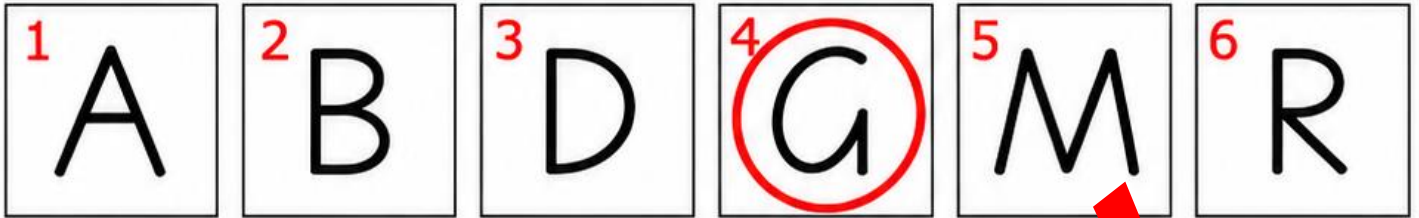


Name: **ANSWERS**

VIC / WA / NT

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.



A-a

B-b

D-d

G-g

M-m

R-r

Another justified choice is acceptable.

Circle the pair that looks most different.

NAMES ON THE GUIDE

Name: _____

VIC / WA / NT

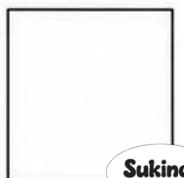
Copy each name. Keep the capital taller than its lower-case partners.

Mia

Rory

Ruby

Mia has a red bag.



NAMES ON THE GUIDE

Name: ANSWERS

VIC / WA / NT

Capitals are taller; lower-case forms stay state-correct.

Copy each name. Keep the capital taller than its lower-case partners.

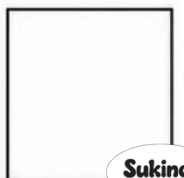
Mia Mia

Rory Rory

Ruby Ruby

Mia has a red bag.

Mia has a red bag.



Name: _____

VIC / WA / NT

A NAME AND A CAPTION

1. Write one familiar name with the correct capital.

2. Write a short caption about a red bag.

3. Underline one capital and circle one lower-case partner.

Name: ANSWERS

VIC / WA / NT

A NAME AND A CAPTION

1. Write one familiar name with the correct capital.

Mara

2. Write a short caption about a red bag.

Mara has a red bag.

3. Underline one capital and circle one lower-case partner.

Partner: M (m)

Other accurate names and captions are accepted.

MATCH, SAY, WRITE

Name: _____ SA

Match each capital to its lower-case partner. Then write each pair on the guide.

A	B	D	G	M	R
---	---	---	---	---	---

g	a	r	b	m	d
---	---	---	---	---	---

Circle the pair that looks most different.

1.

2.

3.

4.

5.

6.



MATCH, SAY, WRITE

Name: ANSWERS SA

Match each capital to its lower-case partner. Then write each pair on the guide.

1 A	2 B	3 D	4 G	5 M	6 R
4 g	1 a	6 r	2 b	5 m	3 d

Circle the pair that looks most different.

1. A - a

2. B - b

3. D - d

4. G - g

5. M - m

6. R - r

Another justified choice is acceptable.



Name: _____

SA

NAMES ON THE GUIDE

Copy each name. Keep the capital taller than its lower-case partners.

Mia

Rory

Ruby

Mia has a red bag.

PREVIEW

Name: ANSWERS

SA

NAMES ON THE GUIDE

Copy each name. Keep the capital taller than its lower-case partners.

Mia Mia

Rory Rory

Ruby Ruby

Mia has a red bag.

Mia has a red bag.

Capitals are taller; lower-case forms stay state-correct.

A NAME AND A CAPTION

SA

Name: _____

1. Write one familiar **name** with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.



PREVIEW

A NAME AND A CAPTION

SA

Name: ANSWERS

1. Write one familiar **name** with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.



Mara

Mara has a red bag.

Partner: M (m)

Other accurate names and captions are accepted.

Name: _____

QLD

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.

A	B	D	G	M	R
g	a	r	b	m	d

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Circle the pair that looks most different.

MATCH, SAY, WRITE

Match each capital to its lower-case partner. Then write each pair on the guide.

1 A	2 B	3 D	4 G	5 M	6 R
4 g	1 a	6 r	2 b	5 m	3 d

1. A - a
2. B - b
3. D - d
4. G - g
5. M - m
6. R - r

Circle the pair that looks most different.
Another justified choice is acceptable.

NAMES ON THE GUIDE

Name: _____

QLD

Copy each name. Keep the capital taller than its lower-case partners.

Mia

Rory

Ruby

Mia has a sea bag.



NAMES ON THE GUIDE

Name: ANSWERS

QLD

Copy each name. Keep the capital taller than its lower-case partners.

Mia Mia

Rory Rory

Ruby Ruby

Mia has a red bag.

Mia has a red bag.

Capitals are taller; lower-case forms stay state-correct.



A NAME AND A CAPTION QLD

Name: _____

1. Write one familiar name with the correct capital.

2. Write a short caption about a red bag



3. Underline one capital and circle one lower-case partner.

A NAME AND A CAPTION

QLD

Name: ANSWERS

1. Write one familiar name with the correct capital.

Mara

2. Write a short caption about a red bag

Mara has a red bag



3. Underline one capital and circle one lower-case partner.

Partner: M (m)

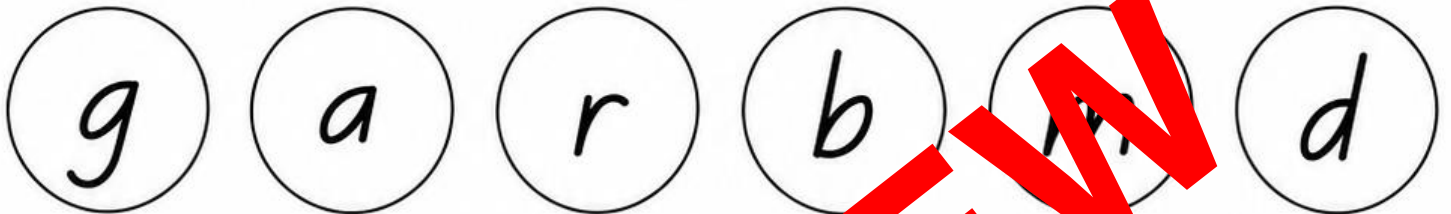
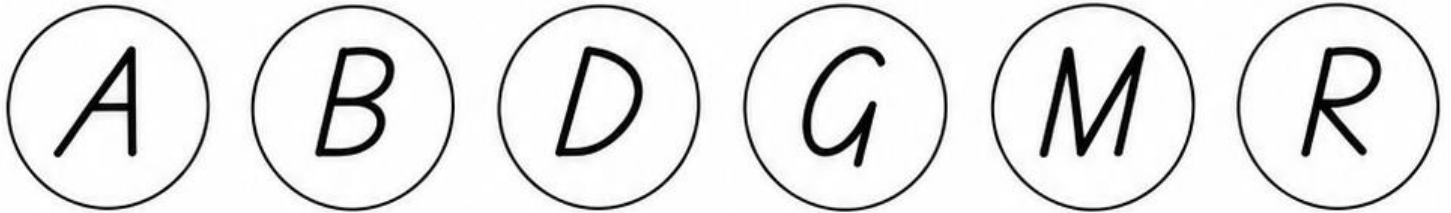
Other accurate names and captions are accepted.

MATCH, SAY, WRITE

TAS

Name: _____

Match each capital to its lower-case partner. Then write each pair on the guide.



Circle the pair that looks most different.

1. _____

2. _____

3. _____

4. _____

5. _____

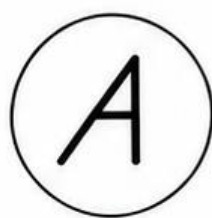
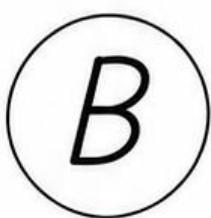
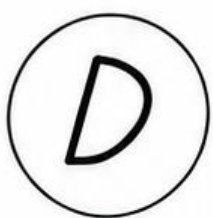
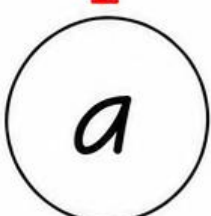
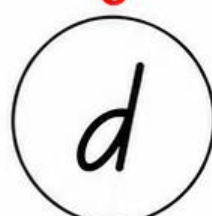
6. _____

MATCH, SAY, WRITE

TAS

Name: ANSWERS

Match each capital to its lower-case partner. Then write each pair on the guide.

					
1	2	3	4	5	6
					
4	1	6	2	5	3

Circle the pair that looks most different.

1. A-a
2. B-b
3. D-d
4. G-g
5. M-m
6. R-r

Another justified choice is acceptable.

NAMES ON THE GUIDE

Name: _____

TAS

Copy each name. Keep the capital taller than its lower-case partners.

Mia

Rory

Ruby

Mia has a red bag.



NAMES ON THE GUIDE

Name: ANSWERS

TAS

Copy each name. Keep the capital taller than its lower-case partners.

Mia Mia

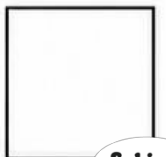
Rory Rory

Ruby Ruby

Mia has a red bag.

Mia has a red bag.

Capitals are taller; lower-case forms stay state-correct.



A NAME AND A CAPTION

TAS

Name: _____



1. Write one familiar name with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.

PREVIEW

Four sets of horizontal writing lines (top solid, middle dashed, bottom solid) for student responses.



A NAME AND A CAPTION

TAS

Name: ANSWERS



1. Write one familiar name with the correct capital.
2. Write a short caption about a red bag.
3. Underline one capital and circle one lower-case partner.

Mara

Mara has a red bag.

Partner: M (m)

Other accurate names and captions are accepted.



CAPITAL PARTNER STATIONS



Choose one state model and keep it for all three stations.

1

AIR-WRITE AND REHEARSE

Choose a pair.
Say the capital and lower-case names.
Trace each movement in the air.



2

WRITE WITHOUT THE MODEL

Turn the model over.
Write the pair once.
Check the relative height.



3

READER FEEDBACK

Ask: Can you recognise both partners?
Name one specific next step.



PREVIEW

No speed scoring.



PARTNER MATCHING CARDS



Match the partners. Use your chosen state model sheet when you write.



READER FEEDBACK MAT



Writer: _____

Reader: _____

☐

I can recognise both partners.

A a

☐

The capital is clearly taller.

A a

☐

The lower-case letter has its own shape.

a

☐

The letters sit on the baseline.

b c

☐

The spaces are easy to see.

cat ↔ dog



One success:



One next step:



Use the same state model for the whole response.



FRESH NAME TRANSFER

Name: _____ NSW / ACT

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

Gabi

Mara

Which partner needed the biggest shape change?

FRESH NAME TRANSFER

Name: ANSWERS NSW / ACT

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Bella

Dara

Dara

Gabi

Gabi

Mara

Mara

Which partner needed the biggest shape change?

G/g changes shape clearly; another
accurate state-model observation is accepted.

Name: _____

NSW / ACT

REPAIR THE CAPTION

RuBy has a red bag.

↑
This should be lower-case.



Rewrite the caption correctly.

Explain why a small capital B is not lower-case b.

REPAIR THE CAPTION

RuBy has a red bag.

↑
This should be lower-case.



Rewrite the caption correctly.

Ruby has a red bag.

Explain why a small capital B is not lower-case b.

Lower-case b has its own state-correct shape
and starting movement. It is not a small capital B.

FRESH NAME TRANSFER

Name: _____

VIC / WA / NT

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

Gabi

Mara

Which partner needed the biggest shape change?



FRESH NAME TRANSFER

Name: ANSWERS

VIC / WA / NT

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella Bella

Dara Dara

Gabi Gabi

Mara Mara

Which partner needed the biggest shape change?

G/g changes shape clearly; another accurate state-model observation is accepted.

Name: _____

VIC / WA / NT

REPAIR THE CAPTION

This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Explain why a small capital B is not lower-case b.

Name: ANSWERS

VIC / WA / NT

REPAIR THE CAPTION

This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Ruby has a red bag.

Explain why a small capital B is not lower-case b.

Lower-case b has its own state-correct shape and starting movement. It is not a small capital B.



FRESH NAME TRANSFER

Name: _____

SA

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

Gabi

Mara

PREVIEW

Which partner needed the biggest shape change?

FRESH NAME TRANSFER

Name: ANSWERS

SA

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella Bella

Dara Dara

Gabi Gabi

Mara Mara

Which partner needed the biggest shape change?

G/g changes shape clearly; another
accurate state-model observation is accepted.

Name: _____

SA

REPAIR THE CAPTION

← This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Handwriting practice lines (solid top and bottom lines with a dashed middle line) for rewriting the caption.

Explain why a small capital B is not lower-case b.

Handwriting practice lines (solid top and bottom lines with a dashed middle line) for explaining the difference between B and b.

Name: ANSWERS

SA

REPAIR THE CAPTION

← This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Ruby has a red bag.

Explain why a small capital B is not lower-case b.

Lower-case b has its own state-correct shape and starting movement. It is not a small capital B.

FRESH NAME TRANSFER

Name: _____

QLD

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

Gabi

Mara

PREVIEW

Which partner needed the biggest shape change?



FRESH NAME TRANSFER

Name: ANSWERS

QLD

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

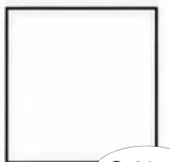
Gabi

Mara

PREVIEW

Which partner needed the biggest shape change?

G/g changes shape clearly; another accurate state-model observation is accepted.



Name: _____

QLD

REPAIR THE CAPTION

This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Handwriting practice lines (solid top and bottom lines with a dashed middle line) for rewriting the caption.

Explain why a small capital B is not lower-case b.

Handwriting practice lines (solid top and bottom lines with a dashed middle line) for explaining the difference between B and b.

Name: ANSWERS

QLD

REPAIR THE CAPTION

This should be lower-case.

RuBy has a red bag.



Rewrite the caption correctly.

Ruby has a red bag.

Explain why a small capital B is not lower-case b.

Lower-case b has its own state-correct shape and starting movement. It is not a small capital B.

FRESH NAME TRANSFER

Name: _____

TAS

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella

Dara

Gabi

Mara

PREVIEW

Which partner needed the biggest shape change?



FRESH NAME TRANSFER

Name: ANSWERS

TAS

Write each fresh name on the guide. Use one capital at the start and state-correct lower-case letters after it.

Bella Bella

Dara Dara

Gabi Gabi

Mara Mara

Which partner needed the biggest shape change?

G/g changes shape clearly; another accurate state-model observation is accepted.



Name: _____

TAS

REPAIR THE CAPTION

This should be lower-case.
RuBy has a red bag.

Rewrite the caption correctly.

Explain why a small capital B is not lower-case b.

REPAIR THE CAPTION

This should be lower-case.
RuBy has a red bag.

Rewrite the caption correctly.

Ruby has a red bag.

Explain why a small capital B is not lower-case b.

Lower-case b has its own state-correct shape and starting movement. It is not a small capital B.

Name: _____ Date: _____ NSW/ACT

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Listen to the caption. Write it once.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: **ANSWERS** Date: _____ NSW/ACT

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. Adam

2. Bobby

3. Gigi

4. Mia

5. rabbit

6. garden

Listen to the caption. Write it once.

Ruby has a red bag.

Credit recognisability, state-correct unjoined form, relative size,

readable spacing and independent comfortable writing.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: _____ Date: _____ VIC/WA/NT

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1.

2.

3.

4.

5.

6.

Listen to the caption. Write it once.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. Adam

2. Bobby

3. Gigi

4. Mia

5. rabbit

6. garden

Listen to the caption. Write it once.

Ruby has a red bag.

Credit recognisability, state-correct unjoined form, relative size, readable spacing and independent comfortable writing.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: _____ Date: _____ SA

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1

2

3

4

5

6

Listen to the caption. Write it once.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: ANSWERS Date: SA

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1 Adam

2 Bobby

3 Gigi

4 Mia

5 rabbit

6 garden

Listen to the caption. Write it once.

Ruby has a red bag.

Credit recognisability, state-correct unjoined form, relative size, readable spacing and independent comfortable writing.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: _____ Date: _____ QLD

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1.

2.

3.

4.

5.

6.

Listen to the caption. Write it once.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: ANSWERS Date: QLD

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. Adam

2. Bobby

3. Gigi

4. Mia

5. rabbit

6. garden

Listen to the caption. Write it once.

Ruby has a red bag.

Credit recognisability, state-correct unjoined form, relative size,
readable spacing and independent comfortable writing.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: _____ Date: _____ TAS

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Listen to one caption. Write it once.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

Name: ANSWERS Date: TAS

INDEPENDENT NAMES AND CAPTION

Listen to six dictated words. Write each word once.

1. Adam

2. Bobby

3. Gigi

4. Mia

5. rabbit

6. garden

Listen to the caption. Write it once.

Ruby has a red bag.

Credit recognisability, state-correct unjoined form, relative size,
readable spacing and independent comfortable writing.

Teacher observation

recognisable forms ☐ relative size ☐ spaces ☐ comfortable grasp ☐ independent ☐

CAPITALS AND LOWER-CASE PARTNERS — RUBRIC

Criterion	Needs teaching	Developing with support	Target met independently
Concept and accuracy	Inaccurate partner or miniature-capital form.	Correct on familiar models with a prompt; contrast is insecure.	Chooses and forms the correct partner in a fresh case.
Application and procedure	Cannot complete a meaningful name or caption yet.	Completes with a model or step-by-step prompts.	Writes the dictated words and caption independently.
Reason and evidence	Guess or unsupported answer.	Names a relevant detail with prompting.	Explains the form or justifies a decision with a specific detail.
Transfer and communication	Response is not yet interpretable.	Reproducible with support; fresh content is insecure.	Writes a clear fresh response using the same learning.

Observed evidence

Next teaching step



Our handwriting goal

Match capital and lower-case partners, place them at the right height, and use them in names and captions.

Think first: Which letter should begin Adam? Should and a look exactly the same? Explain.





Key words

Start — where the pencil begins.

Direction — where the pencil moves.

Baseline — the line letters sit on.

Capital — the form used to begin a name or sentence.

Lower-case — the partner used for most other letters.

Space — the clear gap between words.

Retrieval — the grasp and only the letter movements already taught.





Capital and lower-case partners

Use the display for your state or territory. Capitals begin names of sentences. Lower-case partners are usually smaller. Some partners look quite different, but they still name the same letter.





A and a in Adam

Adam begins with capital A because it is a name. The letter a is lowercase and smaller. Use the selected state handwriting model for both forms, keeping the letters unjoined and recognisable.





G and g look different

Compare G and g in Gigi. A lower-case partner is not a capital. Show the state model's own start, direction and shape for lower case g.





Where does the capital go?

Pause and choose the correct form for:

_uby has a red bag.

Which letter belongs at the start? Explain how tall it should be compared with the lower-case letters.





Answer: Ruby has a red bag.

Capital R begins the name and the caption. Lower-case letters stay at their appropriate heights.
The remaining words stay lower-case unless another capital is needed.





Different starts, same partner

Compare D/d in Dad and B/b in Bobby. Name the distinct start and direction for each state model. Keep every form unjoined, comfortable and easy for another reader to recognise.





A complete station turn

1. Choose one state model.
2. Match a capital with its lower-case partner.
3. Air-write both forms.
4. Write the pair without the model.
5. Ask a reader whether the pair is recognisable and clearly sized.





Independent partner challenge

Write Mia and Rory without copying. Then explain which capital partner and how each lower-case partner differs from its capital form.





Fix the miniature-capital mistake

Correct RuBy in the caption:

RuBy has a red bag.

Explain why lower-case b uses its own state-correct shape and starting movement rather than a small capital B.





Names and caption transfer

Rehearse with Bella, Dara, Gabi and Mara. Write one first name and one short caption.
Check that the capital is placed correctly and every lower case partner follows the selected state model.





One goal, three routes

Support — use larger guides and a shorter set.

Core — write names and captions independently.

Extension — write a longer purpose and caption.

Every route keeps state-consistent information, relative size and readability.



Independent assessment



The teacher dictates Adam, Bobby, Gigi, Mia, Ruby and Gordon. The caption Ruby has a red bag. No models or answers are displayed. Observe recognisability, relative size, spacing, independence and functional context.



Evidence and next step

Identify one readable partner, one place that reads a name accurately, size or form, and one specific next action. A different response is accepted when it is accurate and supported by evidence from the writing.





What this unit covers

Capital and lower-case partners can have different shapes. Capital letters are placed and sized for names and sentence beginnings. The same choice transfers to fresh labels and captions.





Well done.

Choose the correct partner, place it at the right height, and write
comfortably.





Question 1

Which pair shows a capital and its lower-case partner?

- A. A and a
- B. A and B
- C. a and d





Answer 1

A and a. They name the same letter, but the capital and lower-case shapes and sizes differ.



Question 2

Why does Adam begin with A, not a?



Answer 2

Adam is a name, so it begins with capital A. The letter a is lower- and smaller.





Question 3

Write Ruby and the caption Ruby has a red box using the chosen model.





Answer 3

Credit recognisable state-correct unjoined form, capitalised at the start of the name and caption, appropriate relative size, readable spacing and independent formation.



Question 4



Complete the name: _igi.

Choose G or g, then explain your decision.





Answer 4

Gigi. Capital G begins the name; the second g is lower-case and has its own shape.



Question 5

Compare Mia and mia. Which condition chang





Answer 5

Only the first letter changes case. Mia is the correctly capitalised name, mia starts with a lower-case letter.



Question 6

Correct the mistake in BoBby.





Answer 6

Bobby. The second b is lower-case and must not be a capital B.



Question 7



Station challenge: match R with its lower-case partner, write R, then write Rory without the model.





Answer 7

Credit a recognisable state-correct R/r pair and award the Ror and a capital R followed by lower-case letters.





Question 8

How are A/a and G/g alike, and how are they different?





Answer 8

Both are capital/lower-case partners. In each pair the capital is *G/g* also shows a stronger shape contrast. Accept another accurate state-model observation.





Question 9

Rewrite ruby has a red bag. as a caption.





Answer 9

Ruby has a red bag. Capital R begins the caption and the name. Remaining letters are lower-case unless another capital is needed.





Question 10

What evidence shows that your answer to Question 9 is inadequate?



Answer 10



Name a specific feature such as recognisable forms, capital-to-lowercase size contrast, letters on the guide, or clear spaces. A reference alone is not enough.



Question II



Claim: A lower-case b is just a small capital B.

Is the claim valid?





Answer II

No. Lower-case b has its own state-correct unjoined form and shrinking movement; shrinking capital B does not make lower-case b





Question 12

Write one new name label and one short caption. Then, identify the next handwriting action.





Answer 12

Credit an independently readable name and position with correct initial placement, state-correct unjoined forms, appropriate relative size and spacing. Accept a specific valid next step.





Well done.

Choose the correct partner, place it at the right height, and
explain your decision.



PREVIEW