

Handwriting Instruction Schedule

There are many ways to approach handwriting instruction, and you know best what schedule will work for your class (especially now, when you may be teaching virtually). To help you plan your handwriting instruction schedule, the chart below shows how long it takes to teach all of the letters and numerals, depending on days per week and letters per day.

Please note that this chart is simply to highlight the amount of time required to complete letter and numeral instruction. Your handwriting instruction schedule may look different than the times provides, and that's okay.

Days Per Week	Letters Per Day	Time to Teach All Letters & Numerals*
5	1	12.5 weeks (3 months)
5	2	6 weeks (1.5 months)
4	1	15.5 weeks (3.5 months)
4	2	8 weeks (2 months)
3	1	20 weeks (4.5 months)
3	2	10.5 weeks (2.5 months)
2	1	26 weeks (6 months)
2	2	13 weeks (3 months)
If you teach one page per day five days a week (based on an 80-page book), it will take 16 weeks to complete the book.		
If you teach one page per day three days a week, it will take 26.5 weeks to complete the book.		

* Weeks and months rounded to the nearest half.

Some additional information to consider:

If possible, it's beneficial to teach handwriting in the morning. Starting the day with a handwriting lesson reminds students that legible handwriting is important throughout the day in all subjects. Additionally, handwriting is a kinesthetic task. Teaching this skill immediately after recess or at the end of the day, when students might be mentally and/or physically fatigued, may not be as effective.

A typical handwriting lesson can be done in about fifteen minutes. The most important thing to remember is not to skip any of the steps outlined in your Teacher's Edition. The teaching steps are the same for all grade levels, so the consistent vocabulary, letter formations, and lesson presentation reinforce what the students learn from year to year.

You may have a situation where some students need additional modeling and discussion of a letter. If this occurs, you should repeat Step 1 of the lesson. Also, spending a little extra time on the basic strokes pages will greatly benefit your students as they advance through the workbook. Our goal is for all students to be able to use handwriting to express their thoughts with ease and fluency.

It is recommended that you teach more frequently (4-5 days a week) when using the following workbooks: PK/K (Basic Strokes & Letters), Kindergarten, Grade 2MC, and Grade 3. Students using these books are learning new skills (manuscript or cursive), so daily reinforcement is beneficial. When using Grade 1, Grade 2M, Grade 4, or Grade 5 workbooks, two or three days a week is sufficient to reinforce the skills students have previously learned.