

# Spelling Exercise – Student A

**Do you remember how to say the alphabet aloud?**

A	B* C* D* E* <email>	F G* <Gmail>	H I J K
(*i:/ as in sea, tea, free)		L M N O P*	Q R S T* U V* W X Y Z*
<b>Clues:</b> A = “A, B, C” / “USA”	E = “easy”	I = “I”	
J = “DJ” / “traffic jam”	H = <eitch> / “age”	G = “Gee!” / U = “you”	
Y = “YMCA” / “Why?”	R = “are”	W = “double U” (not double V)	

Remember: “**I O U**” = “ I owe you \$20.” Pronounce: “I” + “O” + “U” = “I” + “owe” + “you”

Spell your first name \_\_\_\_\_

and your surname (family name) \_\_\_\_\_

**Instructions:** Dictate the first item from the list below to Student B. Refer when necessary to the alphabet pronunciation clues above and use the punctuation expressions given below. Student B will read aloud what they have written. Check that it is correct. Then it is your turn to write down what Student B dictates to you. Work as quickly as possible one line at a time.

<b><i>Expressions:</i></b> capital / small letter space / new word comma ( , ) colon ( : )	semi-colon ; dash (—) indicates a pause hyphen ( - ) links words slash / <i>also</i> double slash ( // )	open/close the parentheses ( ) inverted commas ( “ ” ) <i>or</i> quotation marks ( “ ” ) underscore The_End_Is_Near	full stop (GB) period (US) (.) dot ( . ) (Web) dot fr = (.fr) at (@) ( rr ) = double “r” in bold / <i>in italics</i>
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**SPELL:**

- Polish (Do not forget to say, “Capital P”)
- billgates@microsoft.com
- <http://www.QualityTime-ESL.com>
- COmmon Business Oriented Language
- “Cost-effective” / “efficient”
- The\_United\_States\_of\_America

**WRITE DOWN and SAY ALOUD:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you finish early, make up 2 lines. Use for instance your own e-mail address or words in available material in English.

**SPELL:**

**WRITE DOWN and SAY ALOUD:**

\_\_\_\_\_

\_\_\_\_\_

# Spelling Exercise – Student B

**Do you remember how to say the alphabet aloud?**

A	B* C* D* E* <email>	F G* <Gmail>	H I J K
(*i:/ as in sea, tea, free)		L M N O P*	Q R S T* U V* W X Y Z*
<b>Clues:</b> A = “A, B, C” / “USA”	E = “easy”	I = “I”	
J = “DJ” / “traffic jam”	H = <itch> / “age”	G = “Gee!” / U = “you”	
Y = “YMCA” / “Why?”	R = “are”	W = “double U” (not double V)	

Remember: “**I O U**” = “ I owe you \$20.” Pronounce: “I” + “O” + “U” = “I” + “owe” + “you”

Spell your first name \_\_\_\_\_

and your surname (family name) \_\_\_\_\_

**Instructions:** Dictate the first item from the list below to Student B. Refer when necessary to the alphabet pronunciation clues above and use the punctuation expressions given below. Student B will read aloud what they have written. Check that it is correct. Then it is your turn to write down what Student B dictates to you. Work as quickly as possible one line at a time.

<b><i>Expressions:</i></b> capital / small letter space / new word comma ( , ) colon ( : )	semi-colon ; dash (—) indicates a pause hyphen ( - ) links words slash / <i>also</i> double slash ( // )	open/close the parentheses ( ) inverted commas ( “ ” ) <i>or</i> quotation marks ( “ ” ) underscore The_End_Is_Near	full stop (GB) period (US) (.) dot ( . ) (Web) dot fr = (.fr) at (@) ( rr ) = double “r” in bold / <i>in italics</i>
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**SPELL:**

1. Swede (Do not forget to say, “Capital S”)
2. http: **hyper text transfer protocol**
3. [marianne@qualitytime-esl.com](mailto:marianne@qualitytime-esl.com)
4. <http://www.google.com>
5. a two-day trip; three-hour boat rides
6. WYSIWYG (“What You See is What You Get”)

**WRITE DOWN and SAY ALOUD:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you finish early, make up 2 lines. Use for instance your own e-mail address or words in available material in English.

**SPELL:**

**WRITE DOWN and SAY ALOUD:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_