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*

Clues:  
A = “A, B, C” / “USA”  E = “easy”  I = “I”
J = “DJ” / “traffic jam”  H = <eitch> / “age”
Y = “YMCA” / Why?”


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.

<table>
<thead>
<tr>
<th>Expressions:</th>
<th>semi-colon :</th>
<th>open/close the parentheses ( )</th>
</tr>
</thead>
<tbody>
<tr>
<td>capital / small letter</td>
<td>slash / also double slash ( // )</td>
<td>inverted commas ( “ ” ) or quotation marks ( “ ” )</td>
</tr>
<tr>
<td>space / new word comma ( , )</td>
<td>dash (—) indicates a pause</td>
<td>underscore The_End_Is_Near</td>
</tr>
<tr>
<td>colon ( : )</td>
<td>hyphen (-) links words</td>
<td>full stop (GB) period (US) (.)</td>
</tr>
</tbody>
</table>

SPELL:

1. Polish (Do not forget to say, “Capital P”) _____________________________________________

2. billgates@microsoft.com _____________________________________________


4. Common Business Oriented Language _____________________________________________

5. “Cost-effective” / “efficient” _____________________________________________

6. The_United_States_of_America _____________________________________________

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:

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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*

Clues: A = “A, B, C” / “USA”
E = “easy”
J = “DJ” / “traffic jam”
I = “I”
H = <eitch> / “age”
G = “Gee!” / U = “you”
Y = “YMCA” / Why?”
R = “are”
W = “double U” (not double V)


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.

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<td>capital / small letter space / new word comma (,)</td>
<td>slash / also double slash ( // )</td>
<td>inverted commas ( “ ” ) or quotation marks ( “ ” )</td>
<td>dot ( . ) (Web) dot fr = (.fr)</td>
</tr>
<tr>
<td>colon (:)</td>
<td>dash (—) indicates a pause hyphen (-) links words</td>
<td>underscore The_End_Is_Near</td>
<td>at ( @ ) ( rr ) = double “r” in bold / in italics</td>
</tr>
</tbody>
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SPELL:
1. Swede (Do not forget to say, “Capital S”)

WRITE DOWN and SAY ALOUD:

2. http: hyper text transfer protocol

WRITE DOWN and SAY ALOUD:

3. marianne@qualitytime-esl.com

WRITE DOWN and SAY ALOUD:


WRITE DOWN and SAY ALOUD:

5. a two-day trip; three-hour boat rides

WRITE DOWN and SAY ALOUD:

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:

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