3a Review o, t, n, g

Key each line twice. Double-space between 2-line groups.

Technique Tip

Use a down-and-in spacing motion.

o
1 l   o   l   o|olo   olo|loj   loj|olko   olko|dojo   dojo|os   os;

2 sold   sold|loan   loan|foot   foot|hook   hook|load   load;

t
3 f   t   f   t|tft   tft|thft   thft|tjft   tjft|trft   trft|tft;

4 take   take|tire   tire|heat   heat|hot   hot|after   after;

n
5 j   n   j   n|njn   njn|hjn   hjn|nhk   nhk|knjs   knjs;|jnj   jn;

6 not   not|noon   noon|nine   nine|done   done|found   found;

g
7 f   g   f   g|gfg   gfg|gtg   gtg|tgfg   tgfg|ghfg   ghfg|dg   df;

8 eggs   eggs|gate   gate|frog   frog|gone   gone|good   good;

3b Technique: ENTER

Key each line twice single-spaced; double-space between 2-line groups.

1 Dave bought a new camera.

2 Julian competed in the finals.

3 Steve wanted to buy the video game.

4 Vanna enjoyed the hike in the mountains.

5 Keith may not make the varsity baseball team.

3c Build Skill

Key each line twice single-spaced; double-space between 2-line groups.

1 The   sign   is   on   the   mantle   by   the   antique   ornament.

2 Pamela   kept   the   food   for   the   fish   by   the   fishbowl.

3 I   paid   the   man   by   the   dock   for   the   bushel   of   corn.

4 The   box   with   a   shamrock   and   an   iris   is   by   the   car.

5 To   the   right   of   the   big   lake   is   the   dismal   shanty.

gwam 20'' | 3 | 6 | 9 | 12 | 15 | 18 | 21 | 24 | 27 | 30 |