LESSON – 4

ALTERNATIVE FORMS FOR ‘R’ AND ‘H’

CONSONANT ‘R’

The liquid consonant ‘r’ is the most frequently occurring consonant in English language. It is provided with two alternative forms; one is downward and the other is upward. These two forms are provided for easy joining with other strokes and also to indicate the occurrence of initial or final vowel sound.

When preceded by vowel, initial ‘r’ is written downward; thus,

- air
- arrow
- ear
- ore
- arc
- arab
- array
- early

When not preceded by vowel, upward ‘R’ is written; thus,

- raw
- ray
- row
- rate
- rob
- read
- rush
- rope

Generally, initial or final ‘r’ is written upward when followed by vowel; thus

- carry
- perry
- fairy
- borrow
- sherry
- dairy
- merry

Initial or final ‘r’ is written downward when not followed by vowel; thus,

- Car
- par
- far
- bore
- share
- door
- mar

Before ‘m’, initial ‘r’ is always written downward for easier joining; thus,

- arm
- ram
- army
- room
- ream
- armour
CONSONANT ‘H’

The consonant ‘h’ is also provided with two alternative forms – upward and downward.

The upward form of ‘h’ is generally employed; thus:

- happy
- heavy
- hung
- hatch
- heap
- hurry
- hero

The downward form is used when it is standing alone or when it is immediately followed by ‘k’ or ‘g’; thus,

- hoe
- he
- hook
- hockey
- hague

GRAMMALOGUES INTRODUCED IN THIS LESSON

- put
- be
- to-be
- it
- had
- do
- difference/different
- much
- which

The grammalogue signs or abbreviated grammalogue signs may be joined to the strokes or outlines either initially, medially or finally, according to convenience to make phrases or compound words; thus,

- I-can
- I-have
- I-will
- you-may
- I-take
- have-you

- If-you-can
- I-thank-you
- I-will-do-the
- I-have-the
- of-which
- thank-you

- It-should-be
- it-can-be
- you-may-be
- tomorrow
- thank-you
- I-love-you

- If-you-are
- I-think-you-should-be
- why-do-you
- how-are-you
EXERCISE - 7

Write shorthand outlines for the following words in the space provided below, verify with the key and practise the outlines:

<table>
<thead>
<tr>
<th>pair</th>
<th>dare</th>
<th>fair</th>
<th>core</th>
<th>fairy</th>
<th>curry</th>
<th>hog</th>
<th>honey</th>
</tr>
</thead>
<tbody>
<tr>
<td>robe</td>
<td>rich</td>
<td>cheer</td>
<td>cherry</td>
<td>Rome</td>
<td>morrow</td>
<td>he</td>
<td>Hope</td>
</tr>
<tr>
<td>aware</td>
<td>beware</td>
<td>early</td>
<td>lorry</td>
<td>armour</td>
<td>armoury</td>
<td>Hockey</td>
<td>hurry</td>
</tr>
</tbody>
</table>

Read the following shorthand script, write in English and verify them with the key and practise them:

KEY EXERCISE_07

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Take required no. of print outs of this page and practise all the outlines as given in Exercise-7 at least each three lines each, as per the examples already given:
BRIEF ANALYSIS

LIQUID ‘R’

The liquid ‘r’ is provided with two alternative forms; upward form and downward form. This is mainly to provide easy joining with other strokes and also to decipher the vowel occurred in the word even without placing the vowel. Certain rules are provided for use of upward and downward ‘r’.

- Initial ‘r’ is written downward when preceded by vowel and upward when followed by a vowel.
- Final ‘r’ is generally written downward when no vowel follows and upward when a vowel follows.
- Medially, upward ‘r’ is generally used before downstrokes, horizontals or upstrokes; but downward ‘r’ is used before a right handed curve; before ‘m’; after ‘h’ when no vowel follows ‘r’; after ‘k’ ‘g’ ‘f’ ‘v’ ‘l’(up) when no vowel follows ‘r’ – but if a vowel follows upward ‘r’ is used.
- Derivative words are written with the same form of ‘r’ as in the root word, provided a convenient outline is obtained; otherwise either form may be used which is convenient in joining.

STROKE ‘H’

- The downward form ‘h’ is used when it stands alone and in its derivative words.
- The downward form ‘h’ is used before the straight strokes of ‘k’ or ‘g’.
- The downward form of ‘h’ is used before ‘m’ ‘l’(up) ‘r’(down) when preceded by a vowel; or before ‘m’ ‘r’(down) if followed by a triphone (explained in the next lesson).
- The downward form of ‘h’ is used to provide briefer, more compact, more easily vocalized outline than is secured by using the upward ‘h’.
The upward ‘h’ is used before a downstroke; before ‘n’ ‘ng’ and ‘w’.

The upward ‘h’ is used before upward ‘r’ followed by a vowel; before ‘p’ ‘b’ ‘t’ ‘ch’ ‘j’ ‘f’ ‘v’ ‘th’ ‘TH’ ‘n’ ‘ng’ ‘w’; or when a triphone occurs between ‘h’ and ‘r’.