

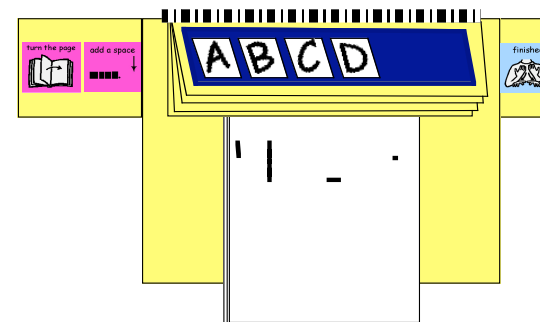


**From the Writing with Alternative Pencils CD**  
**Created by The Center for Literacy and Disability Studies**  
Department of Allied Health Sciences, University of North Carolina at Chapel Hill  
Bondurant Hall, 321 South Columbia St., Suite 1100, CB 7335, Chapel Hill, NC 27599  
Phone: (919) 966-8566, Fax: (919) 843-3250, www.med.unc.edu/ahs/clds

## **Make Your Own Print Alphabet Flip Chart: From the Writing With Alternative Pencils CD** (Hanser, 2003, updated 1/09)

### **Materials/Equipment Needed:**

3-4 Legal Size File Folders (Can be colored for visual contrast)  
Scissors, Ruler, Glue stick, Packing Tape  
Laminate & Laminator or Contact Paper  
Comb Binder & Binding Machine or Packing Tape  
Marker, Legal or Regular Size Pad or Spiral Notebook  
~2-3" Adhesive Back Hook & Adhesive Back Loop Velcro



### **Making the Print Alphabet Flip Chart:**

1. Color xerox or print out letter strips and supplemental symbols; when printing: set Page Setup for LEGAL paper. Also print out "Tips for Using Print Alphabet Flip Chart."
2. Cut five 13" x 4 1/2" strips of file folder (for the alphabet strips). Can use any color of file folder.  
Cut one 13" x 12" sheet out of colored file folder (for back page & paper).  
Cut out the letter rows and the supplemental symbols.
3. Glue alphabet strips on to file folder strips.  
Glue stick "Tips for Using the Print Flip Chart" onto the backside of the back writing page--for only the helper to see.
4. Laminate each or cover with contact paper. When trimming, be sure to leave ~1/4" of laminate around edges, so that edges stay sealed.
5. Bind letter strips to back page. Before doing so, trim laminate or contact paper off of tops of strips and top of back writing page so that comb binder will go through the file folder and not plastic. Plan B: If there is no comb binder—packing tape is your new best friend!
6. Attach supplemental symbols to the back page of the flip chart using packing tape. Put "Turn the Page," and "Add a Space," on the left side of the back page. Put "Finished" on the right side of the back page. The other supplemental symbols can be used on a single message device or a choice board. A variety of different colored symbols have been included.
7. Attach pad of paper or notebook with Velcro. Attach marker with Velcro or string. This step is ESSENTIAL—writing must end up in a concrete paper product.

The above dimensions have been measured for a 12" wide pouch laminator and a comb binder. If you have larger equipment available, you can certainly measure for larger dimensions. Could make back page 19-20" wide to accommodate/support supplemental symbols.

Set printer for legal paper and landscape mode.

A

B

C

D

E

F

G

H

I

J

K

L

M

N

O

P

Q

R

S

T

U

V

W

X

Y

Z

# Supplemental Symbols for the Print Flip Chart

(Symbols from Boardmaker, [www.mayer-johnson.com](http://www.mayer-johnson.com))

## Make the Supplemental Symbols

1. Print supplemental symbols.
2. Cut out symbols. Can glue onto file folder or card stock for extra stability.
3. Individually laminate each symbol or seal with clear contact paper. When cutting apart, be sure to leave a ~1/4" of laminate around the edge to prevent laminate from peeling apart.
4. Paste "turn the page" and "add a space" on to the left side of the chart next to the beginning of the letter rows. Attach this to the back page of the flip chart so that whatever letter row shows, these symbols will always be available.
5. Paste "finished" on to the right side of the chart next to the end of the letter rows. Attach this to the back page of the flip chart so that whatever letter row shows, this symbol will always be available.
6. Individual symbols "let's talk about this," "erase," "go to letters," and "go to numbers" can be used on a choice board or other device. A variety of colored symbols have been included to support the types of symbols being used by the student(s).

**Don't forget to printout: Tips for Partner Assisted Scanning.**  
This gets glued onto the back of the flip chart for helpers to use.

Do not cut individual symbols apart from blue strips. Cut out whole strip and place on left and right side of rows.

turn the page



add a space



finished



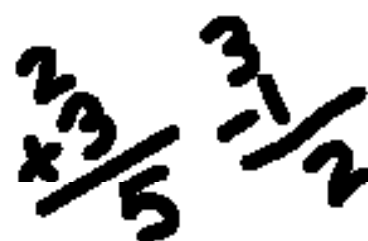
turn the page



add a space



add a sign



finished



erase



let's talk  
about it



go to letters



go to numbers



turn the page



add a space



add a sign



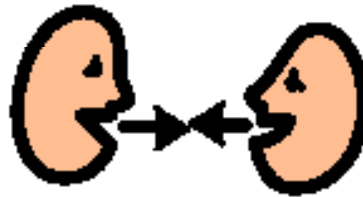
finished



erase



let's talk  
about it



go to letters



go to numbers





turn the page



add a space



add a sign



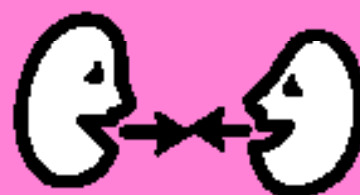
finished



erase



let's talk  
about it










go to letters



go to numbers



<p>turn the page</p> 	<p>add a space</p> 	<p>add a sign</p> 
<p>finished</p> 	<p>erase</p> 	<p>let's talk about it</p> 
<p>go to letters</p> 	<p>go to numbers</p> 