

3. Writing proper names, the word "I" and such abbreviations as Mr., Mrs., Mon., Tues., Jan., Feb., St., and initials.

4. How to use : *to*, *too*, and *two* ; *is* and *are* ; *was* and *were* ; *a* and *an* ; *there* and *their*.

5. Oral reproduction of a part or even the whole of a short story read in class.

6. Oral reproduction of short stories told by the teacher or by a classmate.

7. Descriptions of scenes pictured in reading lessons.

NOTE. -- Train pupils to confine themselves to definite topics.

THIRD YEAR.—SECOND CLASS.

1. Constant application of the knowledge and skill gained in preceding grades.

2. All the ordinary uses of capitals. The rules should be developed by induction.

3. Writing undivided quotations.

4. The use of the apostrophe in common contractions and in nouns in the possessive case.

5. Dictation exercises to give practice in the correct use of capital letters and common punctuation marks.

6. Oral and written reproduction of stories.

7. Original stories suggested by pictures or by story skeletons.

8. Exercises to teach the correct use of *is* and *are* ;