

Letter Basics

Class-2





Topics based on letter based reasoning



- **Coding decoding**
- **Alphabet Test**
- **Letter analogy**
- **Letter classification**
- **Missing Letter**
- **Letter series**
- **Letter sequence**
- **Alphanumeric Letter Reasoning**



Basic Letter knowledge

Required for the above topics

USEFUL LEARNINGS ABOUT
LETTERS

उपयोगी जानकारी



Order Of The English Alphabet

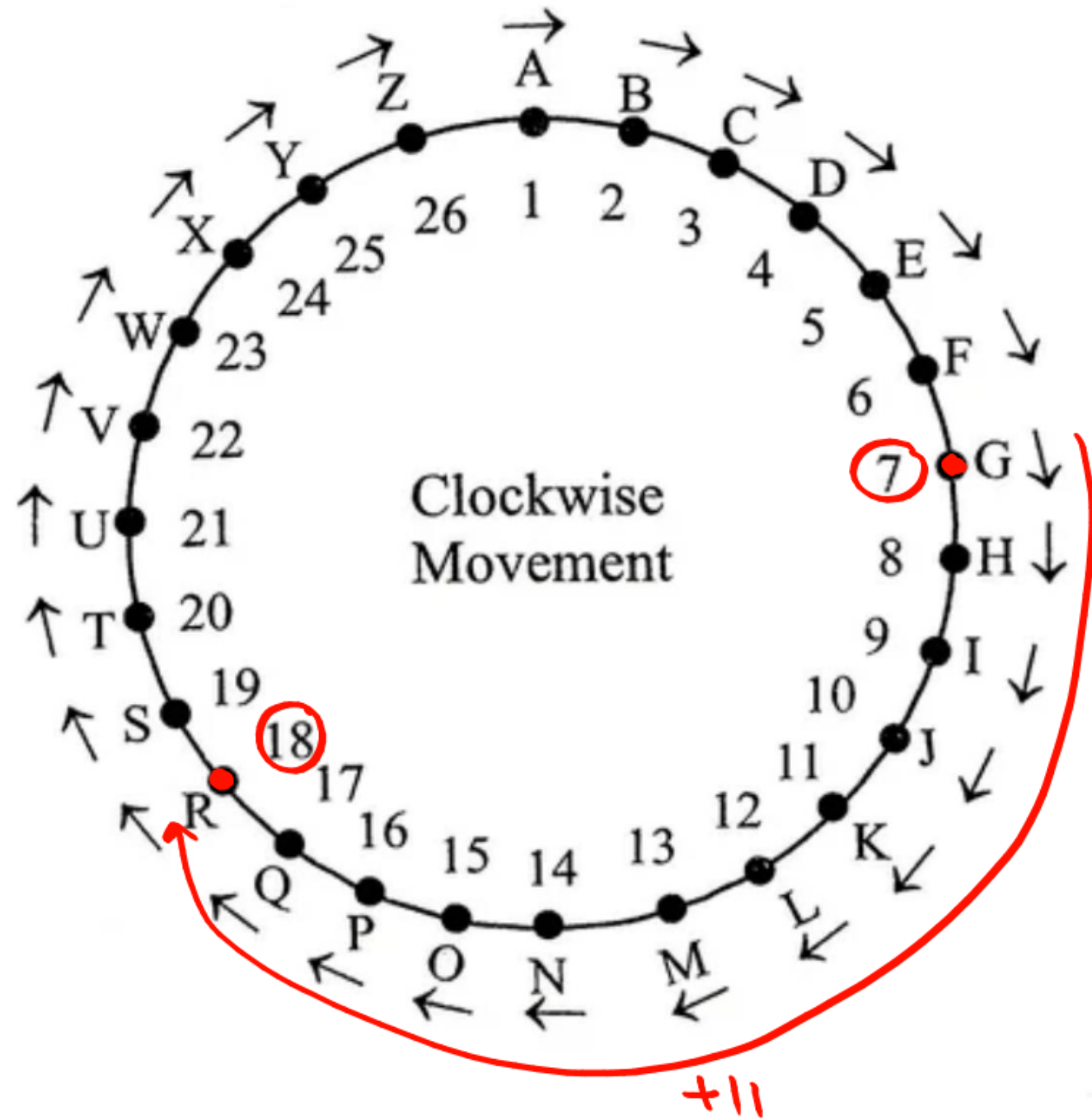
Forward order position ✓	Letters	Backward order position
1	A	26
2	B	25
3	C	24
4	D	23
5	E	22
6	F	21
7	G	20
8	H	19
9	I	18
10	J	17
11	K	16
12	L	15
13	M	14

Forward order position	Letters	Backward order position
14	N	13
15	O	12
16	P	11
17	Q	10
18	R	9
19	S	8
20	T	7
21	U	6
22	V	5
23	W	4
24	X	3
25	Y	2
26	Z	1

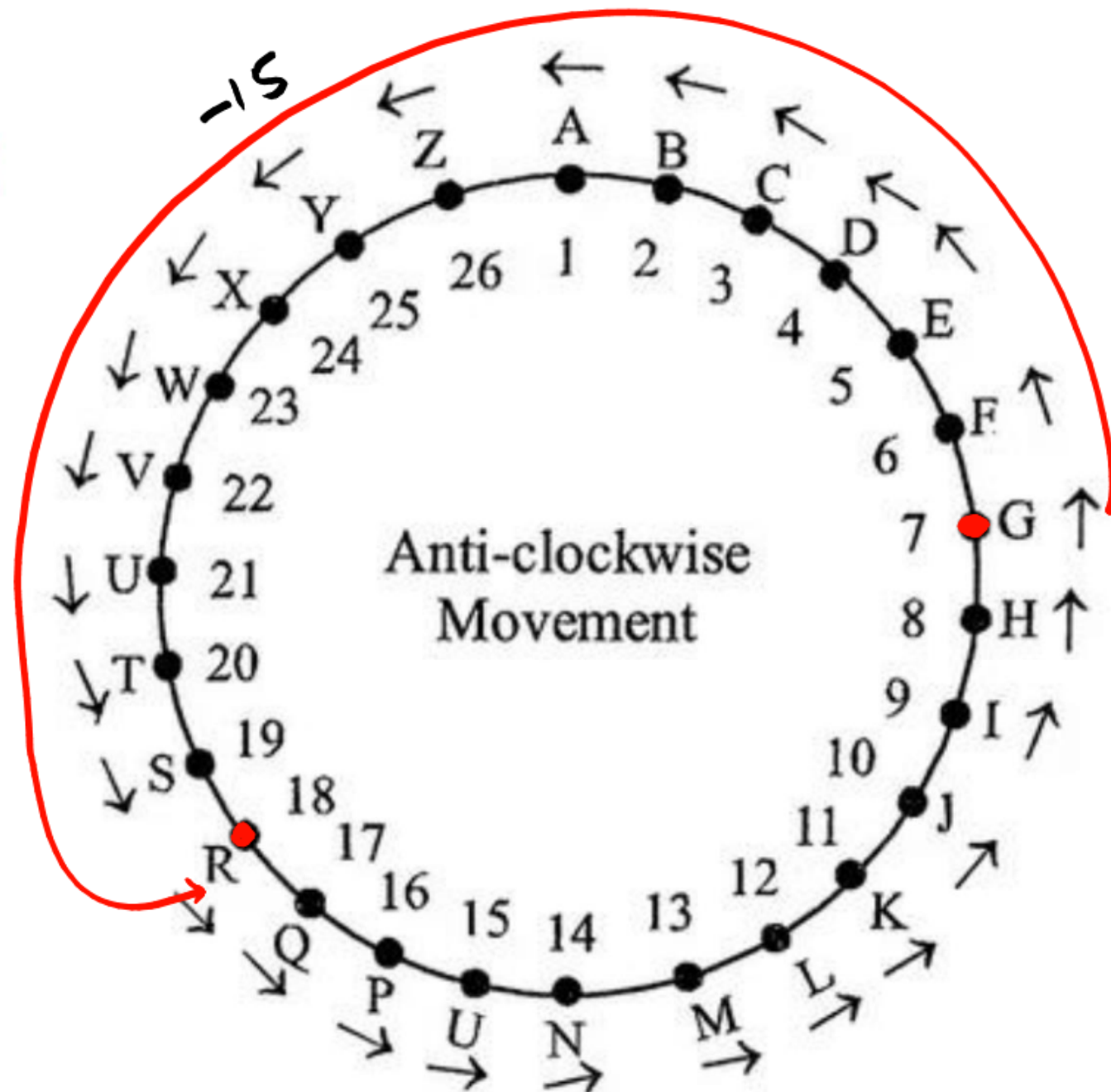
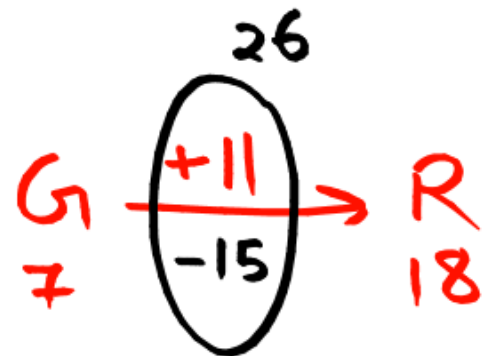


Clockwise Movement

Circular



Anti-Clockwise Movement



Concept

दो अक्षरों के बीच अंतर

Forward Diff. + Backward Diff.

= 26



Positional Difference

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graph TD; A[Positional Difference] --- B[Forward]; A --- C[Backward]; B --> D[Clockwise]; C --> E[Anti-Clockwise];
```

Forward

आगे से क्रम

Clockwise

दक्षिणावर्त

Backward

पीछे से क्रम

Anti-Clockwise

वामावर्त

Method to Remember the Position of Letters in English Alphabet





✓ C	F	I	L	O	R	U	X
↓	↓	↓	↓	↓	↓	↓	↓
3	6	9	12	15	18	21	24

Sound like a medicine name

E J O T Y

↓	↓	↓	↓	↓
5	10	15	20	25

Sound like a girl's name Joti



3's multiple

3's multiple

X	U	R	O	L	I	F	C
↓	↓	↓	↓	↓	↓	↓	↓
3	6	9	12	15	18	21	24

and

V	Q	L	G	B
↓	↓	↓	↓	↓
5	10	15	20	25

5's multiple





Opposite Letters

विपरीत अक्षर

1
A

26
N
1

Opposite Letter



(i) A Z (Aaza) <u>Aaz</u> ↓ ↓ 1 + 26 = 27	(ii) B Y (By) <u>Boy</u> ↓ ↓ 2 + 25 = 27	(ii) C X (Six) <u>CRAx</u> ↓ ↓ 3 + 24 = 27
(iv) D W (Dew) ↓ ↓ 4 + 23 = 27	(v) <u>E</u> <u>V</u> (Evening) ↓ ↓ 5 + 22 = 27	(vi) F U (Uff) <u>फू</u> ↓ ↓ 6 + 21 = 27
(vii) G T (GT Road) ↓ ↓ <u>7</u> + <u>20</u> = 27	(viii) H S (High School) ↓ ↓ <u>8</u> + <u>19</u> = 27	(ix) I R (Indian Railways) ↓ ↓ <u>9</u> + <u>18</u> = 27
(x) J Q (Jack Queen) ↓ ↓ <u>10</u> + <u>17</u> = <u>27</u>	(xi) K P (Kevin Peterson) ↓ ↓ 11 + 16 = 27 <u>Kaala pani</u>	(xii) L O (Love) ↓ ↓ 12 + 15 = 27
(xiii) M N (Man) ↓ ↓ 13 + 14 = 27		

NOTE

दो opposite अक्षरों के
क्रम का योग = 27

Backward order position of a letter

= 27 - Forward order position of letter

e.g. Backward order position of **B**

= 27 - Forward order position of B

= 27 - 2 = **25**



By Using V O L G B and X U R O L I F C

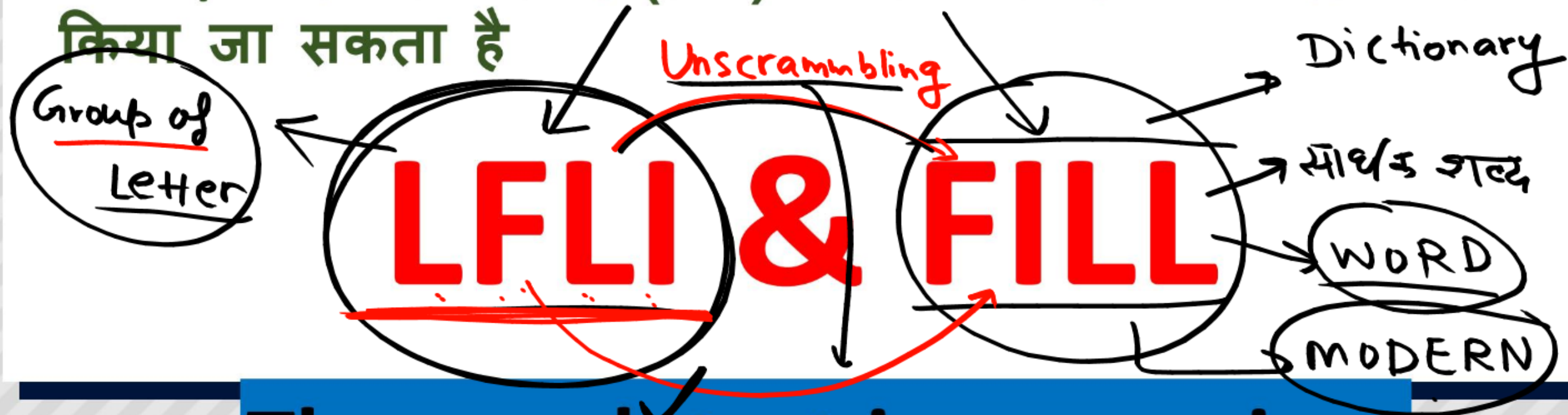
can easily remember the position of letters of

English alphabet is reverse order./ अंग्रेजी वर्णमाला के
अक्षरों की स्थिति को उल्टे क्रम में आसानी से याद रख सकते
हैं।

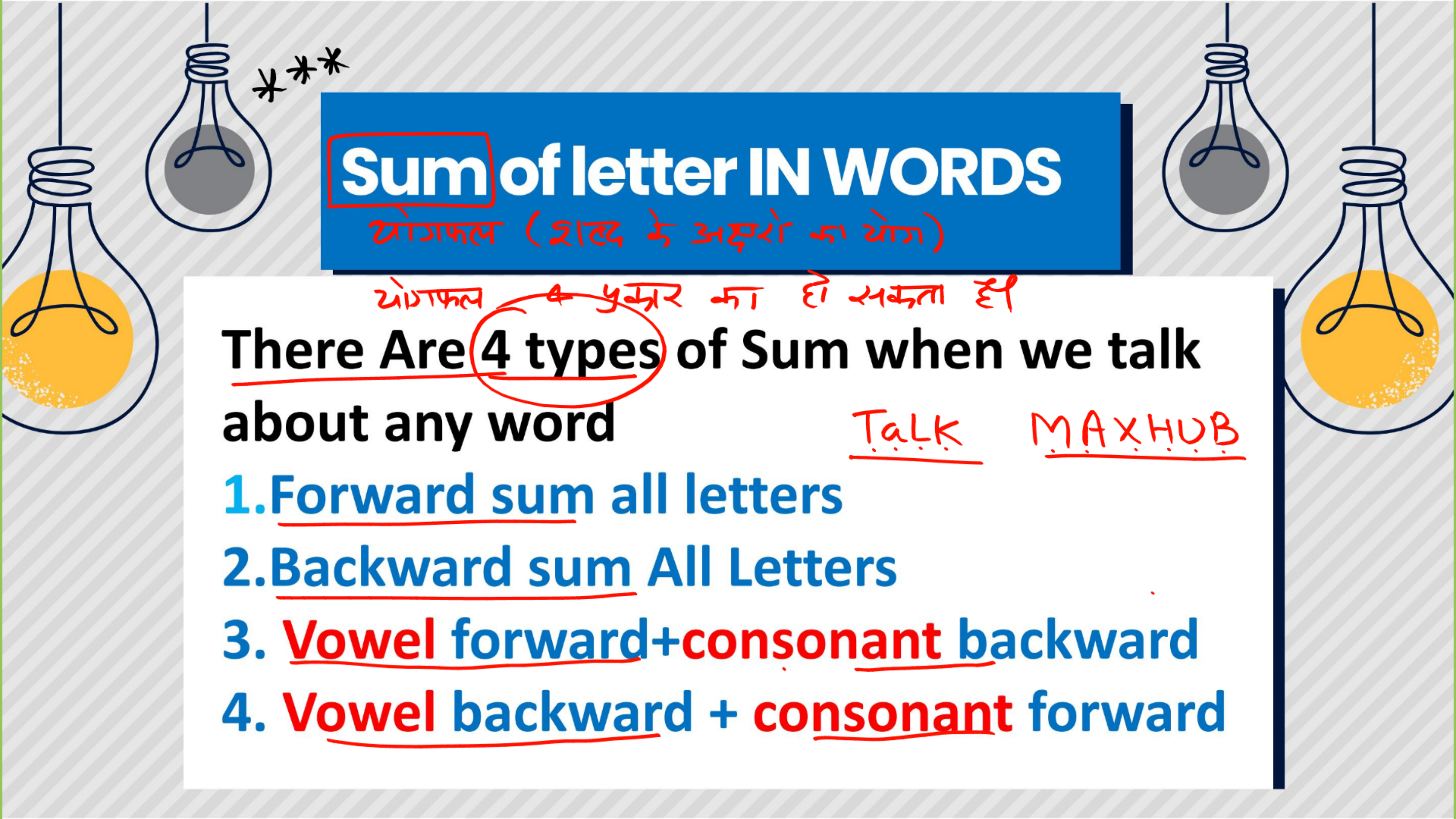
Group of Letters

पुनर्व्यवस्थित करके सार्थक शब्द बनाना

Either a Word(Meaning) or can be Unscrambled in Meaning
word /या तो एक शब्द (अर्थ) या अर्थ शब्द में अनस्क्रेम्बल
किया जा सकता है



The vocab test in reasoning



Sum of letter IN WORDS

योगफल (शब्द के अक्षरों का योग)

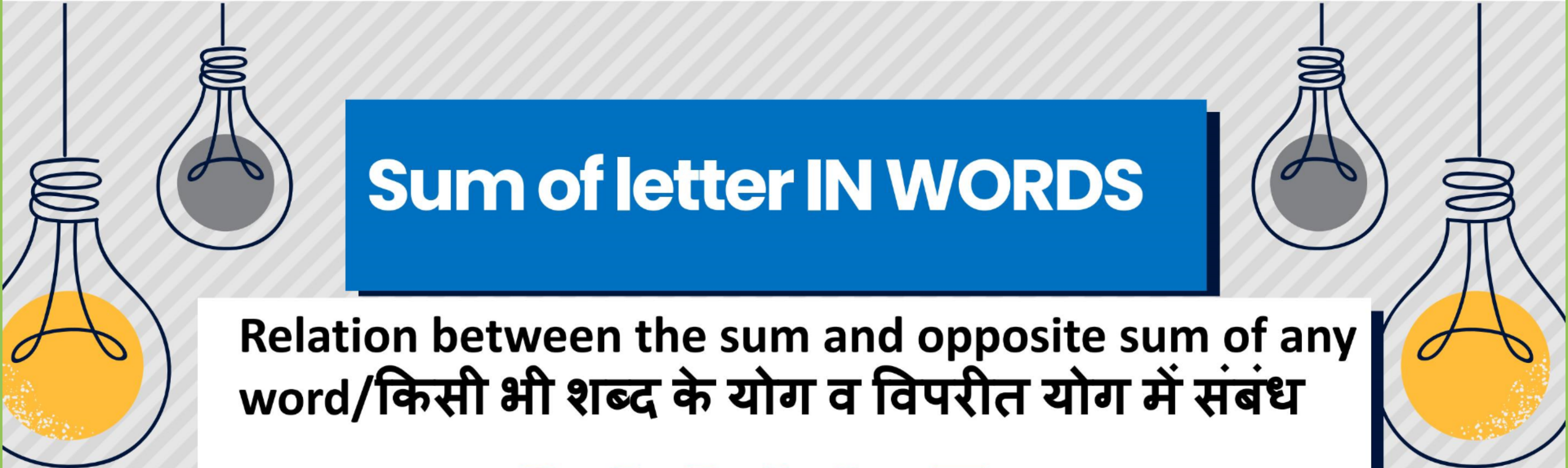
योगफल & प्रकार का हो सकता है।

There Are 4 types of Sum when we talk about any word

TALK

MAXHUB

1. Forward sum all letters
2. Backward sum All Letters
3. Vowel forward + consonant backward
4. Vowel backward + consonant forward



Sum of letter IN WORDS

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

S M I L E

→ 19 + 13 + 9 + 12 + 5

योग = 58

विपरीत योग

OPPOSITE Sum of letter IN WORDS

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

विपरीत → $S M I L E$

$$H_{8} + N_{14} + R_{18} + O_{15} + V_{22} = 77$$

Vowel forward+ Consonant Backward ✓

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

⁸
H
S
Conso

¹⁴
N
M
Conso

¹⁵
Vowel
I
9

⁵
Vowel
L
Conso

E
5

$$(9 + 5) + (8 + 14 + 15)$$

Vowel For 14 + Conso back 37 = 51

Vowel Backward+ Consonant Forward

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

S M I L E

19 13 18 12 22

$$(18+22) + (19+13+12)$$

Vowel
opp
40

Conso
same
44

+

= 84

Sum of letter IN WORDS

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

योग* = 97

2 1 12 18 1 13
B A L R A M
Y 25 2 26 0 15 1 9 2 26 2 14

विपरीत योग

115

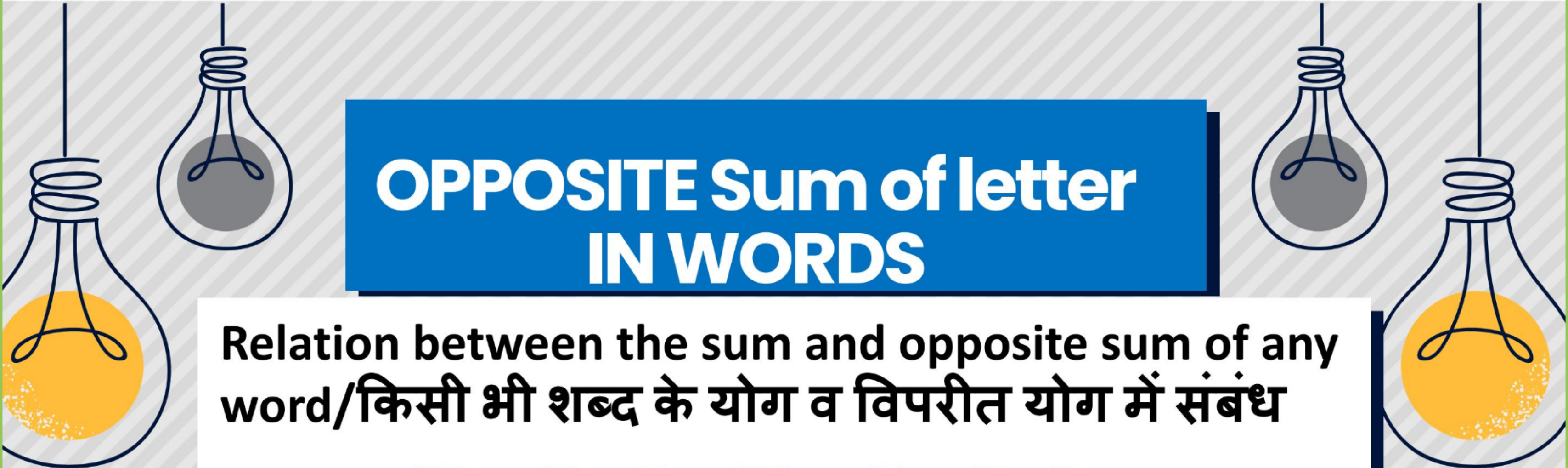
V for + Conso back

$$(1+1) + (25+15+9+14) = 2 + 63 = 65 \checkmark$$

Vowel + Conso
Back For

$$(26+26) + (2+12+18+13) = 52 + 45 = 97$$

H.W.



OPPOSITE Sum of letter IN WORDS

Relation between the sum and opposite sum of any
word/किसी भी शब्द के योग व विपरीत योग में संबंध

B A L R A M

Sum of letter IN WORDS

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

RANKING

Letter	Sum (Top)	Opposite Sum (Bottom)
R	18	9
A	1	26
N	14	13
K	11	16
I	9	18
N	14	13
G	7	20

→ 74

189 = 27 × 7

वि. योग = 115

वि. योग

$27 \times 7 = 74$

$189 - 74 = 115$



OPPOSITE Sum of letter IN WORDS

Relation between the sum and opposite sum of any
word/किसी भी शब्द के योग व विपरीत योग में संबंध

RANKING

CONCEPT

Relation between the sum and opposite sum of any word/किसी भी शब्द के योग व विपरीत योग में संबंध

Sum = 44

6 pp Sum

$27 \times 3 - 44$
 $81 - 44 \Rightarrow 37$

C U T

3 21 20

3 अक्षर (81)

योग + विपरीत योग =
 $27 \times$ अक्षरों की संख्या

Sum + OPP. Sum = $27 \times$ No. of Letters

11.12

GAGAN

VARUN

AMAN

RANDOM

MAX

CAT

DOG

FRONT

BACK

FORWARD

PRINCE