



देवनागरी लिपि लेखन अभ्यास पुस्तक

Deskbook on Orthography of Devanagari Script







केंद्रीय हिंदी निदेशालय

उच्चतर शिक्षा विभाग मानव संसाधन विकास मंत्रालय भारत सरकार

CENTRAL HINDI DIRECTORATE

Department of Higher Education
Ministry of Human Resource Development
Government of India

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Central Hindi Directorate

Ministry of Human Resource Development (Department of Higher Education) Government of India



केंद्रीय हिंदी निदेशालय

मानव संसाधन विकास मंत्रालय (उच्चतर शिक्षा विभाग) भारत सरकार

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निदेशक की कलम से

केंद्रीय हिंदी निदेशालय का पत्राचार पाठ्यक्रम विभाग स्वयं में एक लघु संस्थान सहश है, जो विगत पचास वर्षों से हिंदी तथा विभिन्न क्षेत्रीय भाषाओं के माध्यम से हिंदी सीखने के इच्छुक हिंदीतर भाषी भारतीयों तथा विदेशियों को हिंदी सिखाने हेतु सतत संलग्न है। हमारा प्रयास है कि केंद्रीय हिंदी निदेशालय द्वारा तैयार शिक्षण सामग्री अधिसंख्य लोगों तक पहुँच सके और भारत सरकार के डिजिटल इंडिया के स्वप्न को भी व्यावहारिक रूप दिया जा सके । इस उद्देश्य की प्राप्ति हेतु निदेशालय की समस्त शिक्षण सामग्री का ई-संस्करण तैयार किया जा रहा है।

इस प्रक्रिया की नवीन कड़ी में देवनागरी लिपि लेखन अभ्यास पुस्तक का ई-संस्करण उपलब्ध कराते हुए मुझे अत्यंत हर्ष का अनुभव हो रहा है। पुस्तक में देवनागरी लिपि की लेखन प्रक्रिया को तीर एवं बिंदुओं के माध्यम से सरल एवं वैज्ञानिक ढंग से व्याख्यायित किया गया है। विश्वास है कि यह पुस्तक हिंदी सीखने के इच्छुक लोगों के लिए अत्यंत उपयोगी सिद्ध होगी। पुस्तक पर आपके सुझावों एवं प्रतिक्रियाओं की प्रतीक्षा रहेगी।

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प्रधान संपादक

प्रोफेसर अवनीश कुमार निदेशक

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PREFACE

It gives me an immense pleasure to offer the new edition of Desk Book on orthography of Devanagari Script to its learners. The present Desk book is intended to serve as a writing book for learning Devanagari Script. Hindi is a prominent language with its roots in ancient language Sanskrit. One of the tremendous facts about learning Devanagari is that this script is absolutely based on phonetic principles, which means, the words in Hindi are pronounced, just as they are written.

We have tried to keep the script learning in this book with scientific approach and utmost clarity. The method of writing Devanagari has been designed in 13 small units. The individual letters are introduced in nine units with writing exercises. Unit I and II are related with vowel writing. Consonant writing is covered in III to X units. The combination of vowels with their signs (matras) and conjunct letters are unique in Devanagari Script and quite different with other languages. Keeping in view, these topics are dealt in individual sections. The script has been explained with the help of arrows and dots and adequate blank space has been provided against each item for writing practice. Letters are sequenced as they are arranged traditionally. Fifth lesson gives a brief look of symbols e.g. anuswar, anunasik, visarga and hal sign etc.

I hope and have confidence that the present book which is based on the modern teaching and linguistics techniques will cater to a very significant need of learners of Hindi in the country and abroad.

Suggestions and comments for further improvements are welcome.

00301

New Delhi (Prof. Avanish Kumar)

Director

INTRODUCTION

Hindi is a modern Indo-European language derived through Sanskrit, Pali, Prakrit and Apbhramsa. Hindi is written in Devanagari Script, which has evolved from the ancient Brahmi Script. Devanagari script is a left to right abugida (alpha-syllabary) script and is considered world's most scientific script because it is based and developed on the fundamental principles of phonetics. Devanagari script is one of the most adopted scripts of the world and mainly used to write Sanskrit, Hindi, Marathi, Nepali, Konkani, Dogri with many more other languages. Some salient features of Devanagari can be shown as follows:

- The orthography of Devanagari script is based on pronunciation and because of this; there is no conflict of spellings. There is a separate letter for each syllable ,that is called and each letter represents a distinct sound and for this reason one can write what he speaks.
- Devanagari script has a very significant and systemic arrangement of vowels and consonants that is called "Varnmala". The order of vowel and consonants is absolutely based on very precise scientific and phonetic principles of linguistics which consider both the manner and place of articulation of the letters they represent. It may be quite interesting for the researchers and linguists because Devanagari script has been using this order for centuries. This is the testament to the advanced knowledge of the study of phonetics on the soil of saints and sages that is called Bharat.
- The Devanagari script composed 46 basic characters involving 11 vowels (Swar) and 35 (33+2) consonants (Vyanjan). It has a few subsidiary symbols e.g. anuswara, anunasik, hal sign and visarg etc. It is also notable that Devanagari is extraordinarily

- capable to transcribe and express different sound variants and is flexible enough to write foreign sounds by attaching marks to the proximate grapheme.
- In Devanagari, the inherent अ (schwa) is implicit in each consonant. The inherent अ is normally muted finally and sometimes medially too, though it exists in writing. Thus, the word राम is pronounced as "ra:m", not "ra:ma". As all the consonants have inherent अ, they are pronounced with the help of vowels, e.g. ग has entity of ga and not of g.
- Each vowel, except 3T has special sign, which is called it's "Matra". Thus, the vowels have two distinct forms: the independent form and the dependent form. The independent form is used when the vowel letter comes individually. The dependent form is used when the vowel follows a consonant. Consonants without vowel are written with the help of right slanting stroke, put at the bottom of the consonant. This stroke is called "Hal sign".
- Each consonant in Hindi has full and half forms. While combining
 with other consonant, they take new form as per their structure.
 The various conjunct forms of the consonants are categorized on
 the basis of the mode of change involved.
- In Devanagari, each vowel has 3 scales as per the time Span of its pronunciation e.g. short, long and prolonged. There is only one three scale vowel combination "新邦", taken from Sanskrit.
- All vowels can be nasalised except ऋ. This nasalisation of vowels is called "Anunasik" in Hindi.
- Hindi is a syllable based language and therefore, unlike English, stress is generally not meaningful in Hindi.
- A special diacritic mark, called "Ardhaswar" is sometimes used with the vowel आ to transcribe the English "o" vowel sound as in "college" (कॉलेज), "doctor" (डॉक्टर) and "football" (फुटबॉल) etc.

• The horizontal headline that runs on letters, called "Shirorekha" is an integral and essential feature of Devanagari orthography and it should be put after finishing the letter.

Second language acquisition is quite complex process which requires extra effort, attention, time and patience. It may be more challenging and difficult for adult learners becoming fluent with a new alphabet or writing system. Keeping in view of all the facts, this book is specially designed for the beginners of any age group, keen in learning Orthography of Devanagari Script.

The mode of writing suggested in the present book is intended particularly for the learners of non-Hindi speaking Indians and foreigners, who are normally used to a script written above the line. For practice in the initial stage, the student has been recommended to draw the headline before writing a letter so that he is able to set his hand to correct and balanced shaping of letters. But soon after as he gains adequate practice in shaping the letters legibly and is able to switch over to fluent writing, he is advised to draw the headline after writing the letters of a word. The characters of the script has been given in their traditional orders, accompanied by Roman characters used to transliterate them and to give an approximate indication of the sound values, which they represent.

Key of Transliteration

Alphabet	Phonetic transcription	
अ	а	
आ	a:	
इ	į	
ক	i:	
3	u	
ক	u:	
ऋ	ri	
ए	e	
ऐ	ai	
ओ	0	
औ	au	
क	ka	
ख	kha	
ग	ga	
घ	gha	
ङ	ń	
च	cha	
छ	chha	

Phonetic transcription				
ja				
jha				
ñ				
za				
ţa				
ţha				
da				
ḍha				
ņ				
ŗa				
ŗha				
ta				
tha				
da				
dha				
na				
ра				
pha				

Phonetic transcription			
ba			
bha			
ma			
fa			
ya			
ra			
la			
va			
śa			
şa			
sa			
ha			
ksha			
tra			
gya			
śra			

Lesson 1

VOWEL WRITING

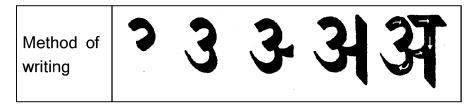
Unit 1

In this unit you will learn to write six vowels : अ, आ, इ, ई, उ, ऊ.

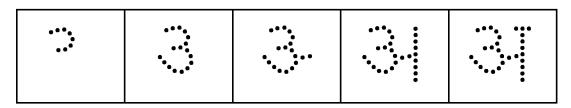
1. эт

ЭТ	Phonetic transcription	Pronunciation
J	а	as 'u' in 'us'

Follow the steps carefully.



Join the dots.



Write the letter 'अ' without dots following the strokes as given above.

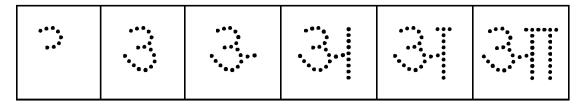
	,	
	,	
	,	

2. **अ**T

ЭПТ	Phonetic transcription	Pronunciation
அ	a:	as 'a:' in 'father'

Follow the steps carefully.

The technical difference between 3 and 3T is the length of the vowel. Join the dots.



Write the letter '3T' without dots following the strokes as given above.

Let us practice.

317

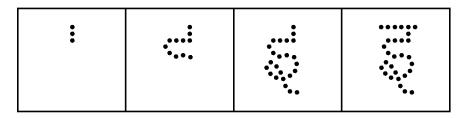
3. इ

a	Phonetic transcription	Pronunciation
Ş	i	as 'i' in 'it'

Follow the steps carefully.

Method of writing	16	5	
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Join the dots.



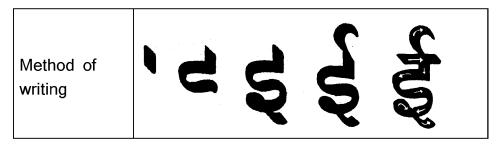
Write the letter 'इ' without dots following the strokes as given above.



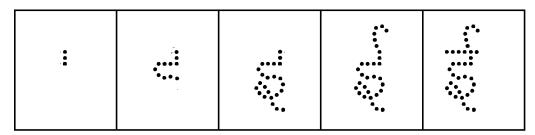
4. ई

<u>\$</u>	Phonetic transcription	Pronunciation
Ş	i:	as 'ea' in 'eat'

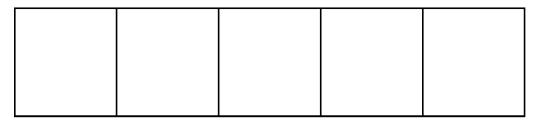
Follow the steps carefully.



Join the dots.



Write the letter 'ई' without dots following the strokes as given above.

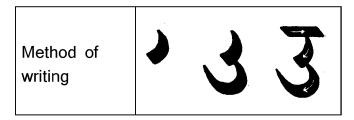




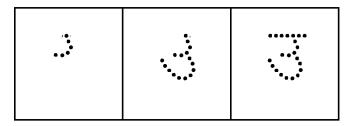
5. **3**

7	Phonetic transcription	Pronunciation
3	u	as 'u' in 'put'

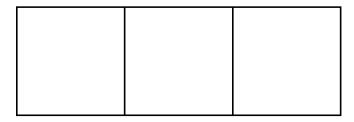
Follow the steps carefully.



Join the dots.



Write the letter '3' without dots following the strokes as given above.





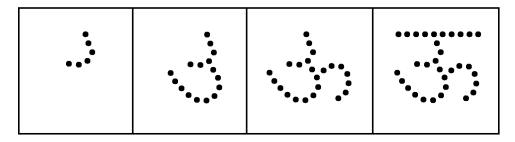
6. **玉**

	Phonetic transcription	Pronunciation
.	u:	as 'oo' in 'too'

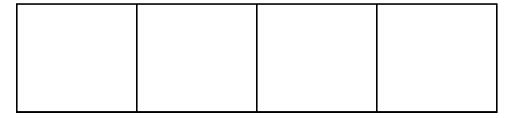
Follow the steps carefully.



Join the dots.



Write the letter '3' without dots following the strokes as given above.



Unit II

In this Unit you will learn five vowels : ऋ, ए, ऐ, ओ and औ.

1. ऋ

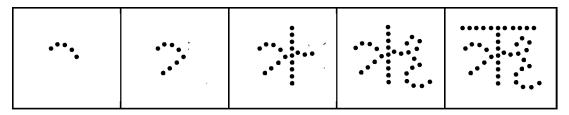
a	Phonetic transcription	Pronunciation	
75	ri	as 'ri' in 'trick'	

In Hindi, ' π ' is not a vowel sound, but it is a combination of a consonant and a vowel : r + i. It occurs only in Sanskrit loan words.

Follow the steps carefully.



Join the dots.



Write the letter 'ऋ' without dots following the strokes as given above.



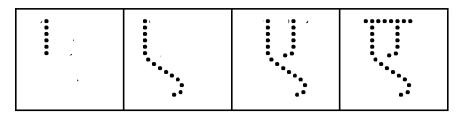
2. ए

п	Phonetic transcription	Pronunciation
4	е	as 'a' in 'age'

Follow the steps carefully.

Method of writing	1	LUU
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Join the dots.



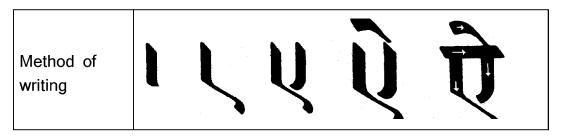
Write the letter 'T' without dots following the strokes as given above.



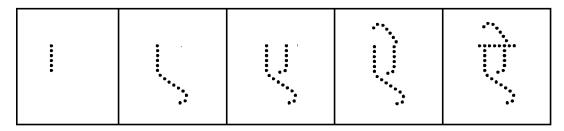
3. ऐ

À	Phonetic transcription	Pronunciation
Q	ai	as 'a' in 'add'

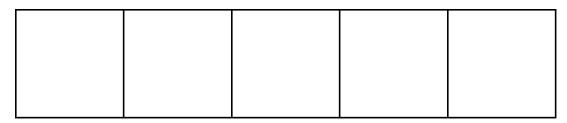
Follow the steps carefully.



Join the dots.



Write the letter 'ऐ' without dots following the strokes as given above.



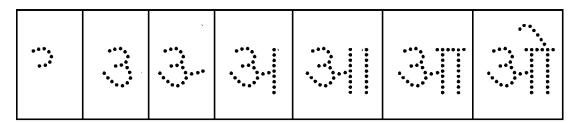


4. 3ì

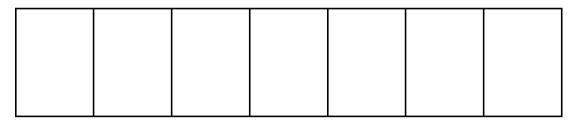
भ	Phonetic transcription	Pronunciation	
அ	0	as 'o' in 'open'	

Follow the steps carefully.

Join the dots.



Write the letter 'ओ' without dots following the strokes as given above.



Let us practice.

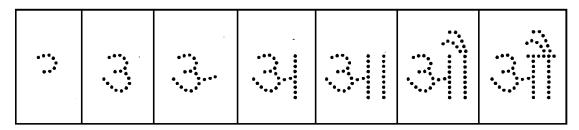
31

5. 新

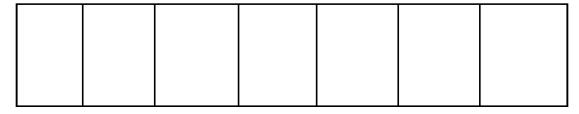
4 с	Phonetic transcription	Pronunciation	
	au	as 'au' in 'autumn'	

Follow the steps carefully.

Join the dots.



Write the letter '3th' without dots following the strokes as given above.





Lesson 2 CONSONANT WRITING Unit III

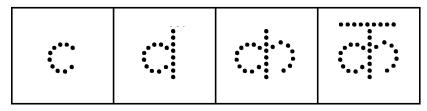
In this Unit you will learn 5 consonants of 'क' varga : क, ख, ग, घ and ङ.

—	Phonetic transcription	Pronunciation
क	ka	as 'k' in 'skirt'

Follow the steps carefully.

Method of writing	वक	क्र
-------------------	----	-----

Join the dots.



Write the letter 'क' without dots following the strokes as given above.

		•••••	•••••	•••••	••••••	•••••	
എ	***************************************	***************************************	***************************************	***************************************			
	•••••	•••••		•••••	••••••	••••••	••••••

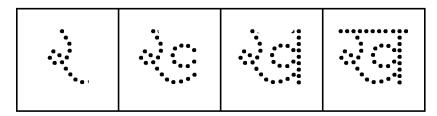
2. ख

Tat	Phonetic transcription	Pronunciation	
Y	kha	as 'kh' in 'kha:li:'	

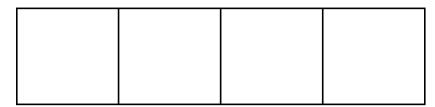
Follow the steps carefully.

Method of writing

Join the dots.



Write the letter 'ख' without dots following the strokes as given above.



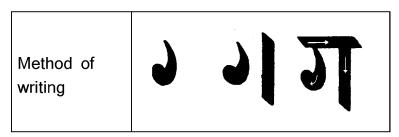
Let us practice.

र्

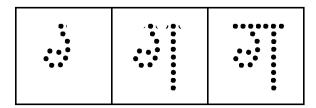
3. ग

Т	Phonetic transcription	Pronunciation
ol .	ga	as 'g' in gun

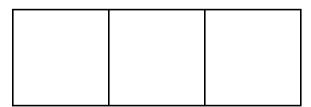
Follow the steps carefully.

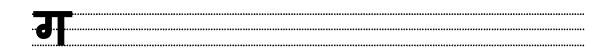


Join the dots.



Write the letter 'ग' without dots following the strokes as given above.





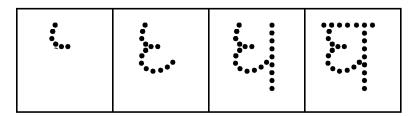
4. घ

CT	Phonetic transcription	Pronunciation
4	gha	as 'gh' in 'ghost'

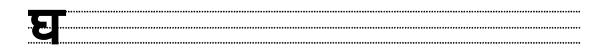
Follow the steps carefully.

Method of writing		E	ध	ध	
-------------------	--	---	---	---	--

Join the dots.



Write the letter 'घ' without dots following the strokes as given above.



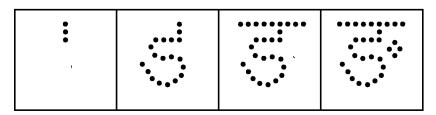
5. ङ

7	Phonetic transcription	Pronunciation
5.	ń	as 'ng' in 'king'

Follow the steps carefully.

Method of writing	' ५ इ इ
-------------------	---------

Join the dots.



Write the letter 'ਝ' without dots following the strokes as given above.





Unit IV

In this Unit you will learn 5 consonants of च varga : च, छ, ज, झ, স alongwith ज़

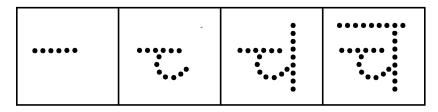
1. ਬ

न	Phonetic transcription	Pronunciation
4	cha	as 'ch' in China

Follow the steps carefully.

Method of writing		7	य	च
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Join the dots.



Write the letter 'च' without dots following the strokes as given above.





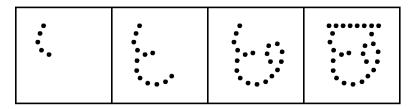
2. ভ

68	Phonetic transcription	Pronunciation
8	chha	as 'ch' in 'church-hill'

Follow the steps carefully.

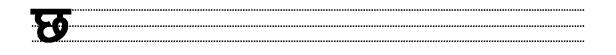
Method of writing	•	E	છ	छ
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Join the dots.



Write the letter 'छ' without dots following the strokes as given above.





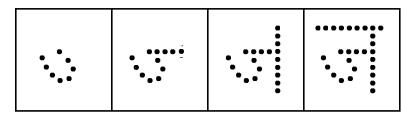
3. <mark>ज</mark>

_	Phonetic transcription	Pronunciation
তা	ja	as 'j' in 'jug'

Follow the steps carefully.



Join the dots.



Write the letter 'ज' without dots following the strokes as given above.

_	

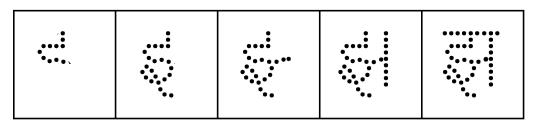


4. झ

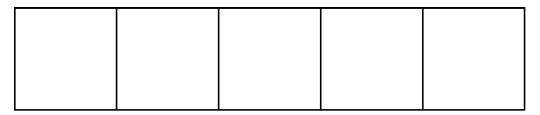
ат	Phonetic transcription	Pronunciation
Ź۱	jha	as 'jh' in 'Jhansi'

Follow the steps carefully.

Join the dots.



Write the letter 'झ' without dots following the strokes as given above.



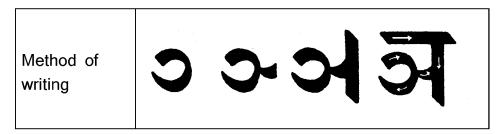
Let us practice.

इ

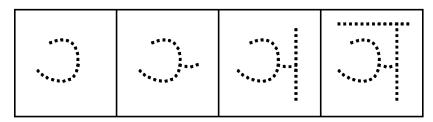
5. ञ

ন	Phonetic transcription	Pronunciation
अ	ñ	as 'n' in 'punch'

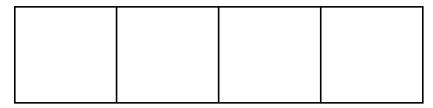
Follow the steps carefully.



Join the dots.



Write the letter 'স' without dots following the strokes as given above.





6. ज़

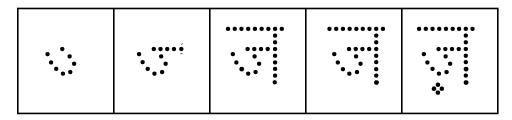
_	Phonetic transcription	Pronunciation
্য	za	as 'z' in razor

in Hindi, ज़ sound is borrowed from Arabic language. The difference between ज and ज़ is shown by putting nukta (dot) below the letter.

Follow the steps carefully.

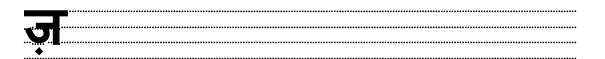


Join the dots.



Write the letter 'ज़' without dots following the strokes as given above.





Unit V

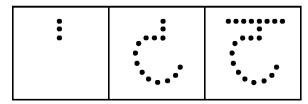
1. z

T	Phonetic transcription	Pronunciation
C	ţa	as 't' in 'pit''

Follow the steps carefully.

Method of writing		5	3
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Join the dots.



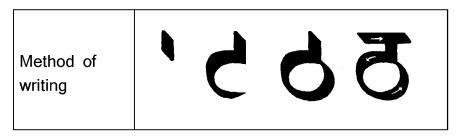
Write the letter 'z' without dots following the strokes as given above.



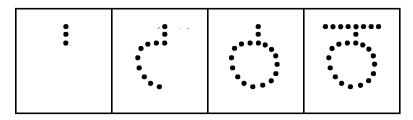
2. ਠ

T	Phonetic transcription	Pronunciation
0	ţha	as 'th' in 'thug''

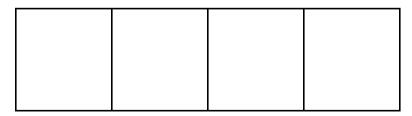
Follow the steps carefully.



Join the dots.



Write the letter 'ठ' without dots following the strokes as given above.



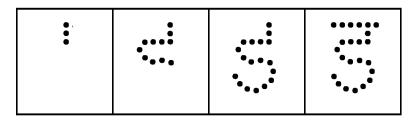
3. ਭ

7	Phonetic transcription	Pronunciation
5	da	as 'd' in 'duck'

Follow the steps carefully.

Method of writing	•	9	3	3
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Join the dots.



Write the letter 's' without dots following the strokes as given above.



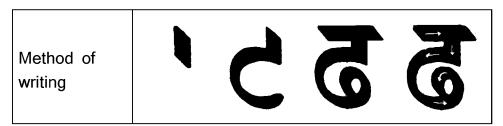
Let us practice.

5

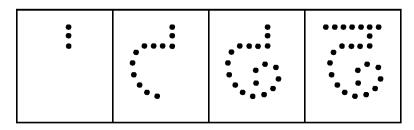
4. ढ

T	Phonetic transcription	Pronunciation
G	ḍha	as 'd' in 'Dacca'

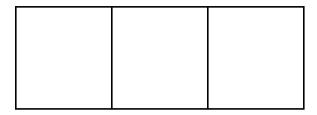
Follow the steps carefully.

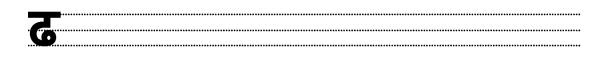


Join the dots.



Write the letter 'ढ' without dots following the strokes as given above.

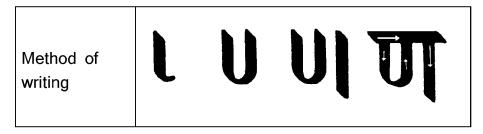




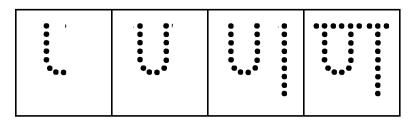
5. 可

тт	Phonetic transcription	Pronunciation
Ol .	ņа	as 'n' in 'Ganesha'

Follow the steps carefully.



Join the dots.



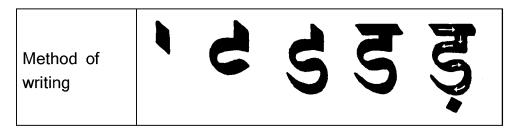
Write the letter 'ण' without dots following the strokes as given above.



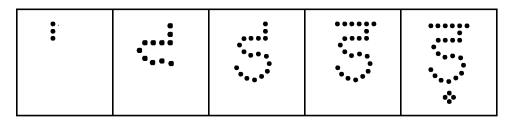
7	Phonetic transcription	Pronunciation
Ş	ŗa	as 'r' in 'party'

This letter was added at a later stage in Hindi alphabets and it appears only in the middle or end of a word, and never occurs initially.

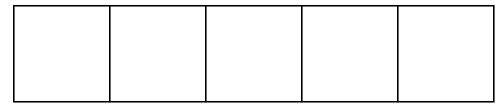
Follow the steps carefully.



Join the dots.



Write the letter 'इ' without dots following the strokes as given above.



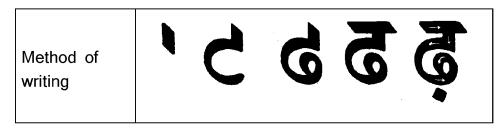


7. ढ़

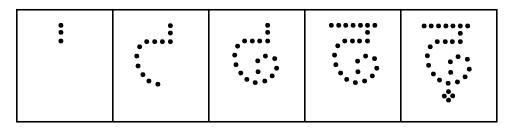
7	Phonetic transcription	Pronunciation
Ģ	ŗha	as 'rh' in 'Aligarh'

This letter was also added at a later stage in Hindi alphabets and it appears only in the middle or end of a word, and never occurs initially.

Follow the steps carefully.



Join the dots.



Write the letter 'ढ़' without dots following the strokes as given above.



Unit VI

In this Unit you will learn five consonants of त varga : त, थ, द, ध and न.

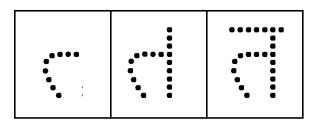
1. ਰ

_	Phonetic transcription	Pronunciation
(J	ta	as 't' in 'Bharat'

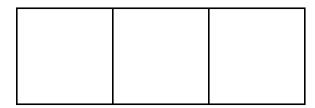
Follow the steps carefully.

Method of writing	•	4	त
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Join the dots.



Write the letter 'त' without dots following the strokes as given above.



Let us practice.

d

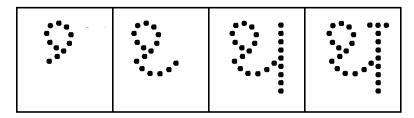
2. थ

9Т	Phonetic transcription	Pronunciation
4	tha	as 'th' in 'path'

Follow the steps carefully.



Join the dots.



Write the letter 'থ' without dots following the strokes as given above.

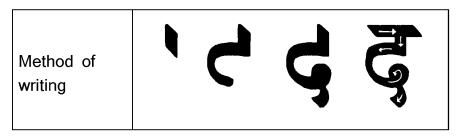
l l	
l l	
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l l	
l l	
l l	



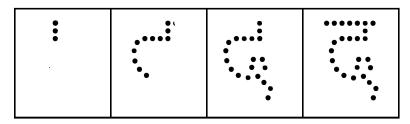
3. द

a	Phonetic transcription	Pronunciation
9	da	as 'd' in 'Hindi'

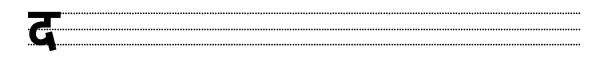
Follow the steps carefully.



Join the dots.



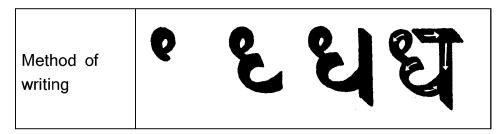
Write the letter 'द' without dots following the strokes as given above.



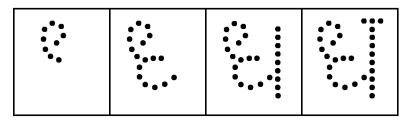
4. ध

ет	Phonetic transcription	Pronunciation
4	dha	as 'dh' in 'Gandhi'

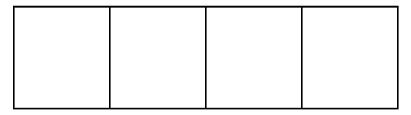
Follow the steps carefully.

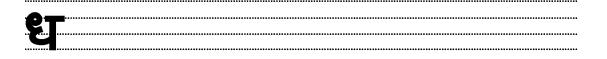


Join the dots.



Write the letter 'ध' without dots following the strokes as given above.

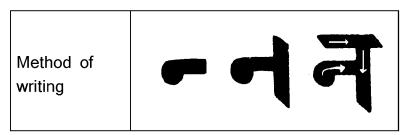




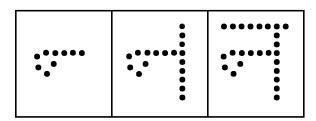
5. ਜ

=	Phonetic transcription	Pronunciation
ব	na	as 'n' in 'pen'

Follow the steps carefully.



Join the dots.



Write the letter 'न' without dots following the strokes as given above.

Let us practice.

ਰ

Unit VII

In this Unit you will learn five consonants of 'प' varga प, फ, ब, भ, म along with फ़.

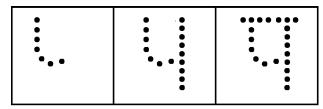
1. प

п	Phonetic transcription	Pronunciation
4	ра	as 'p' in 'Patna'

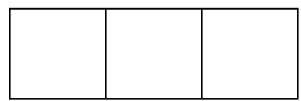
Follow the steps carefully.

Method of writing	L	44
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Join the dots.



Write the letter 'प' without dots following the strokes as given above.



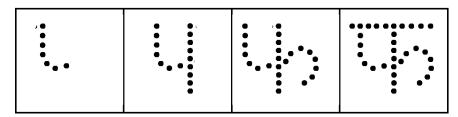
2. फ

TE-	Phonetic transcription	Pronunciation
भ	pha	as 'ph' in 'sphinx'

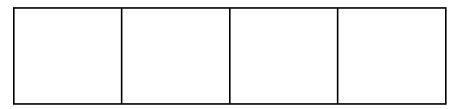
Follow the steps carefully.

Method of writing

Join the dots.



Write the letter 'फ' without dots following the strokes as given above.



Let us practice.

45

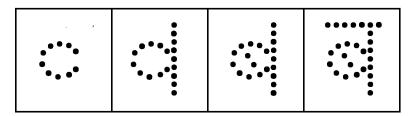
3. ब

a	Phonetic transcription	Pronunciation
q	ba	as 'b' in 'bat'

Follow the steps carefully.



Join the dots.



Write the letter 'ब' without dots following the strokes as given above.



Let us practice.

6

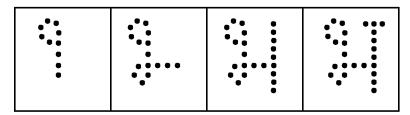
4. भ

9Т	Phonetic transcription	Pronunciation
எ	bha	as 'bh' in 'Bharat'

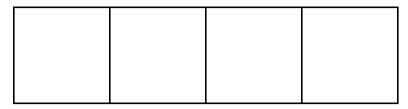
Follow the steps carefully.

Method of writing

Join the dots.



Write the letter 'भा' without dots following the strokes as given above.



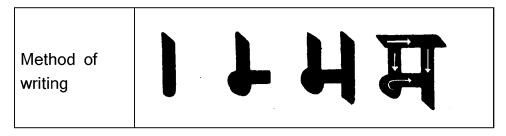
Let us practice.

3T

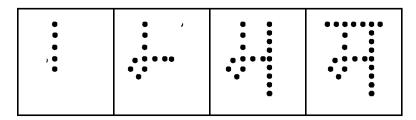
5. *ਸ*

TT	Phonetic transcription	Pronunciation
न	ma	as 'm' in 'mother'

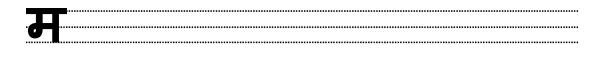
Follow the steps carefully.



Join the dots.



Write the letter 'म' without dots following the strokes as given above.



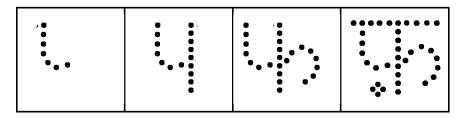
6. फ़

TE-	Phonetic transcription	Pronunciation
भ	fa	as 'f' in 'fun'

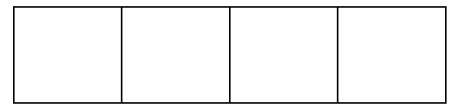
Follow the steps carefully.

Method of writing

Join the dots.



Write the letter 'फ' without dots following the strokes as given above.



Let us practice.

47

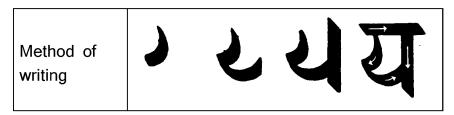
Unit VIII

In this Unit you will learn four consonants : य, र, ल and व.

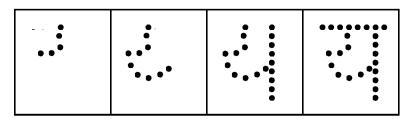
1. य

ग	Phonetic transcription	Pronunciation
4	ya	as 'y' in 'young'

Follow the steps carefully.



Join the dots.



Write the letter 'य' without dots following the strokes as given above.



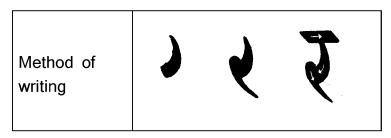
Let us practice.

य

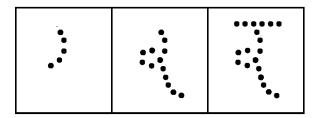
2. र

	Phonetic transcription	Pronunciation
*	ra	as 'r' in 'run'

Follow the steps carefully.



Join the dots.



Write the letter 'T' without dots following the strokes as given above.



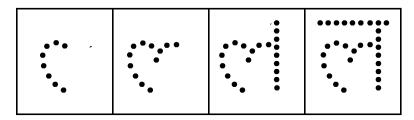
3. ਕ

a	Phonetic transcription	Pronunciation
R	la	as 'l' in 'love'

Follow the steps carefully.



Join the dots.



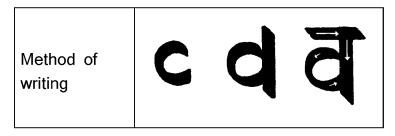
Write the letter 'ਜ' without dots following the strokes as given above.



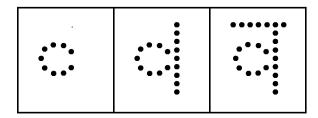
4. а

a	Phonetic transcription	Pronunciation
q	va	as 'v' in 'verb'

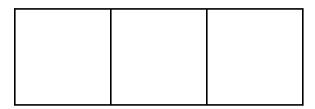
Follow the steps carefully.

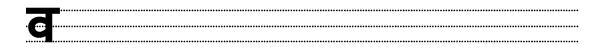


Join the dots.



Write the letter 'व' without dots following the strokes as given above.





Unit IX

In this Unit you will learn these four consonants : श, ष, स and ह.

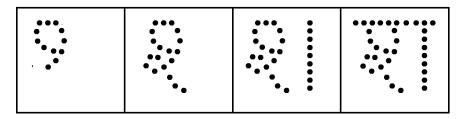
1. श

91	Phonetic transcription	Pronunciation
KI	śa	as 'sh' in 'shade'

Follow the steps carefully.

Method of writing	9	2	श	9
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Join the dots.



Write the letter 'গ' without dots following the strokes as given above.

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2. ঘ

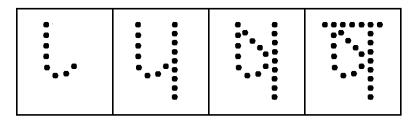
N	Phonetic transcription	Pronunciation	
9	șa	as 'sh' in 'shut'	

'ष' is used only in a few borrowed words from Sanskrit.

Follow the steps carefully.

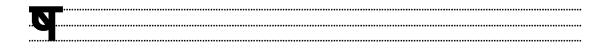


Join the dots.



Write the letter 'ष' without dots following the strokes as given above.

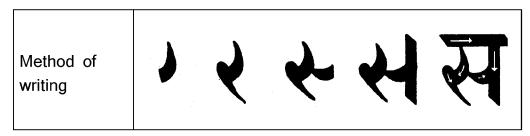




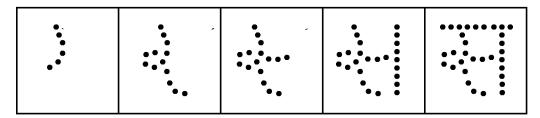
3. स

-	Phonetic transcription	Pronunciation
**	sa	as 's' in 'sun'

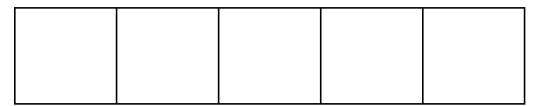
Follow the steps carefully.

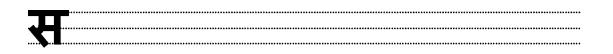


Join the dots.



Write the letter 'स' without dots following the strokes as given above.

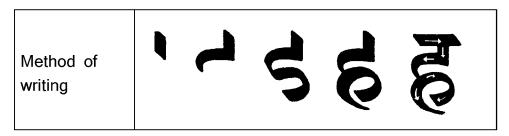




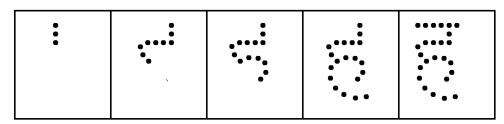
4. ह

a	Phonetic transcription	Pronunciation
6	ha	as 'h' in 'hen'

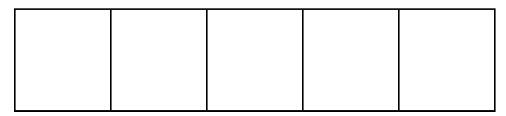
Follow the steps carefully.



Join the dots.



Write the letter 'ह' without dots following the strokes as given above.





Unit X

In this Unit you will learn traditionally specified four conjunct letters : क्ष, র, র and প্র.

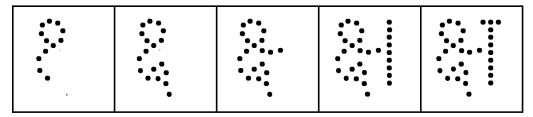
1. क्ष

Q.T	Phonetic transcription	Pronunciation
দা	ksha	as 'ksh' in 'akshar'

Follow the steps carefully.

Method of writing	8	ट्	8	क्ष	कु
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Join the dots.



Write the letter 'क्ष without dots following the strokes as given above.

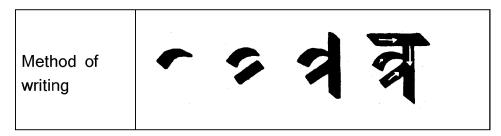
Let us practice.

क्ष

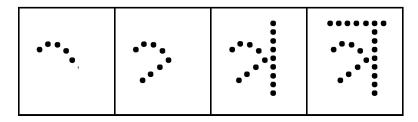
2. त्र

.	Phonetic transcription	Pronunciation
7	tra	as 'tr' in 'patrakar'

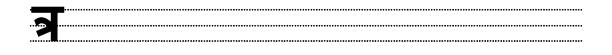
Follow the steps carefully.



Join the dots.



Write the letter 'त्र' without dots following the strokes as given above.



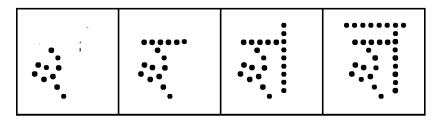
3. ज्ञ

_	Phonetic transcription	Pronunciation
रा	gya	as 'gya' in 'gyan'

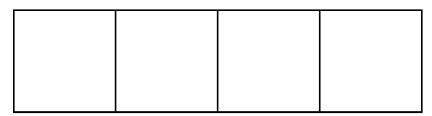
Follow the steps carefully.

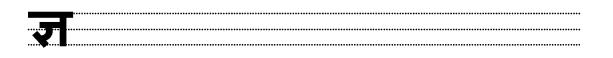


Join the dots.



Write the letter 'ज' without dots following the strokes as given above.





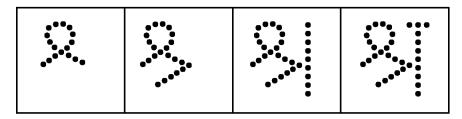
4. 努

QT	Phonetic transcription	Pronunciation
7	śra	as 'shr' in 'shred'

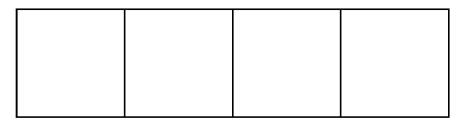
Follow the steps carefully.



Join the dots.



Write the letter 'প্ল' without dots following the strokes as given above.





Lesson 3 Vowel and Vowel Signs

Unit XI

Devanagari script has unique signs for each vowel except for '37'. These signs are called matras.

In this unit, we will learn to form words combining consonants with different vowel signs.

'3T'

As we have known earlier in the introduction part, that 3T (a) has no vowel sign, and it is inherent in all the consonants.

Let us see some words:

अब	कर	नमक	अचार
अगर	पल	कमल	अवसर
असर	बस	कलम	अजगर

Now please try to write:

अजर	 	
असर	 	
असर	 	
अदरक	 	
अरहर	 	

Vowel sign of 'आ' (।)

Vowel sign of 'आ' (Γ) is placed after the consonant, e.g.

क् + आ (ा) = का

च् + आ (ा) = चा

प् + आ (ा) = पा

त् + आ (ा) = ता

Let us practice:

न् + आ =	 प् + आ =	
ख् + आ =	 फ् + आ =	
ग् + आ =	 त् + आ =	
च् + आ =	 ज् + आ =	

Vowels and vowel signs may come in initial, medial and final stage of a word.

Initial	Medial	Final				
आ	काम	रमा				
आज	काल	मना				
आम	पास	गला				
आप	गान	कमा				

Now please try to write the following words:

आप	 चाचा	
आग	 काला	
ਨਾ	 कमला	
खास	 गमला	

Observe the following pairs in order to grasp the difference between ' \Im ' and ' \Im '.

कम - काम	कल - काल
मन - मान	गल - गाल
जन - जान	पल - पाल
वर - वार	सर - सार

Exercise

1. Please write the letters having vowel sign 'эт':

Example: नाम - ना

दवा	
साफ	
तबला	
गाना	

Please write five words having vowel sign 'эт'	2.	Please	write	five	words	having	vowel	sign	'ऑ'
--	----	--------	-------	------	-------	--------	-------	------	-----

1	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	٠	•	•	•
1.																																					

Vowel sign of '衰' () and 衰 ()

इ (f) - Vowel sign of 'इ' is placed before a consonant, e.g.

Let us practice:

स् + इ =	 च् + इ =	
ब् + इ =	 म् + इ =	
न् + इ =	 फ् + इ =	
र् + इ =	 घ + इ =	

Let us see some words:

इन	दिल	कविता	नीति
इसका	पिता	बहिन	गीति
इलाका	किताब	महिला	मति
इतवार	लिखना	गणित	रीति

Now please try to write:

इस	 मिठाई	 निकलना	
इतना	 रजाई	 मिलन	
इसका	 कमाई	 पति	

 $\boldsymbol{\xi}$ ($\boldsymbol{\Upsilon}$) - vowel sign of $\boldsymbol{\xi}$ ($\boldsymbol{\Upsilon}$) is placed after a consonant, e.g.

Let us practice:

स् + ई =	 च् + ई =	
ब् + ई =	 म् + ई =	
न् + ई =	 फ् + ई =	
र् + ई =	 घ् + ई =	

Let us see some words:

ईख	कील	नमकीन	नाई	नानी
ईमान	नीम	जमीन	काई	दादी
ईनाम	खीरा	कारीगर	राई	घड़ी

Practice writing words having vowel sign ---

चाबी	 चील	
टाई	 नगीना	
मीठा	 रसीला	
कहानी	 काकी	
बीमार	 लाली	

Observe the contrast between 'इ' and 'ई':

पिता - पीता	किला - कीला
गिला - गीला	सिला - सीला

Exercise

1. Please write the letters having vowel sign 'T'

निकल

मालिन

टिकट

खिलना

लिपि

2. Please write the letters having vowel sign 'T'

नदी

दही

तारीफ

बीमार

ਜੀਠਾ

सही

Vowel signs of $\mathfrak{I}(\mathfrak{I})$ and $\mathfrak{I}(\mathfrak{I})$

 $\mathbf{3}$ ($\mathbf{3}$) - Vowel sign of $\mathbf{3}$ is placed below the letter, e.g

स् + उ (¸) = सु

घ् + उ (¸) = घु

ल् + उ (¸) = लु

ब् + उ (ु) = बु

Let us practice

ट् + उ =	 क् + उ =	
त् + उ =	 ज् + उ =	
प् + उ =	 द् + उ =	
स् + उ =	 ध् + उ =	

Let us see some words:

उस	बुरा	साबुन	मनु
उतना	गुलाब	बहुत	दयालु
उसका	कुरता	साबुत	सिंधु
उ जाला	बुखार	अनुपम	तेलुगु

Now please try to write:

उगना	 गुलाम	
पुल	 घुसना	
सुख	 दुकान	
खुला	 काबुल	
बुलबुल	 चुलबुल	

$\mathbf{5}$ () - vowel sign of $\mathbf{5}$ is placed below the letter, e.g

Let us practice

ट् + ऊ =	 क् + ऊ =	
त् + ऊ =	 ज् + ऊ =	
प् + ऊ =	 द् + ऊ =	
स् + ऊ =	 ध् + ऊ =	

Let us see some words:

<u> जब</u>	द्ध	कपूर	टापू
ऊ न	फूल	खजूर	बाल्
ऊपर	चूहा	कब्तर	चालू
ऊसर	भूलना	तरब्ज	आलू

Now please try to write:

पूजा	 उल्लू	
भ्खा	 कालू	
घूमना	 खरबूज	
भालू	 झाड़्	

Observe the contrast of '3' and '3'

उन - ऊन
कुल - कूल
सुख - सूख
दयालु - आलू

It is worth attention that with the consonant 't' vowel signs of '3' and '3' are added in the middle and not in the bottom, e.g.

$$\xi + 3 (3) = \xi - \eta \xi$$

 $\xi + 3 (3) = \xi - \xi \eta \xi$

Exercise

1. Please identify the words with vowel signs 3 and 3 and write in separate columns.

शब्द	3	<u></u> 3
कुल		
मूल		
जरूर		
पुस्तक		
रूप		
रुलाना		

2. Now please try to write

रुपया	 रूस	
रुलाना	 रूठना	
करुण	 गरूर	

Vowel sign of ऋ (ू)

Traditionally, 衰 is a vowel, but in modern Hindi, this vowel is pronounced as a combination of a consonant and a vowel 'r + i' not 'r + u' as in Sanskrit and some Indian languages. It occurs only in Sanskrit loan words, e.g.

ऋषि	वृक्ष	अमृत	पितृ
ऋतु	कृपा	आकृति	मातृ

Since ऋ is treated as vowel, it has a vowel sign, which is placed below the consonant, e.g.

Let us practice

प् + ऋ =	 घ् + ऋ =	
ग् + ऋ =	 न् + ऋ =	
स् + ऋ =	 ब् + ऋ =	
म् + ऋ =	 ल् + ऋ =	

Now please try to write

ऋण	 घृत	
मृत	 गृह	
कृति	 सृजन	

Vowel signs of ए (`) and ऐ (`)

 ${f v}$ (`) - Vowel sign of ${f v}$ is placed above the headline of consonant, e.g.

Let us practice

च् + ए =	 र् + ए =	
त् + ए =	 ख् + ए =	
ਸ੍ + ए =	 ज् + ए =	
फ् + ए =	 प् + ए =	

Let us see some words:

एक	लाइए	नेक	सफेद	नाले
एकल	जाइए	मेल	नरेश	ताले
एकमत	खाइए	बेल	जलेबी	काले
एकमात्र	नहाइए	लेना	बरेली	जाले

Now please try to write:

सेब	 सेर	
मेज	 शेर	
देना	 कलेजा	
बेटा	 आइए	

ऐ ($\overset{\mathbf{v}}{-}$) - Vowel sign of ऐ is also placed above the headline of consonant, e.g.

Let us practice

च् + ऐ =	 र् + ऐ =	
त् + ऐ =	 ख् + ऐ =	
म् + ऐ =	 ज् + ऐ =	
फ् + ऐ =	 प् + ऐ =	

Let us see some words:

ऐब	पैना	बेचैन
ऐरावत	मैना	ਕਠੈਰ
ऐनक	हैरान	है

Now please try to write:

ऐसा	 सैर	
ऐयाश	 खैर	
पैसा	 कैलाश	
फैलना	 तैरना	

Observe the contrast between ए (`) and ਏ (")

हे - है	बेर - बैर
मेला - मैला	मेल - मैल
बेल - बैल	सेर - सैर

Exercise

Please identify the words with vowel signs \overline{v} and \dot{v} and write in separate columns.

शब्द	ए	ऐ
देश		
पैदल		
रेशमी		
ऐसे		
मैदान		
सैर		

Vowel signs of 新(1) and 新(1)

ओ (ो) - Vowel sign of ओ (ो) is placed above the headline of consonant, e.g.

Let us practice

ग् + ओ =	 ह् + ओ =	
प् + ओ =	 य् + ओ =	
ल् + ओ =	 ब् + ओ =	
द् + ओ =	 म् + ओ =	

Let us see some words:

ओर	आओ	होना	चकोर
ओस	जाओ	बोरा	कटोरी
शोर	खाओ	पोल	अनोखा

Now please try to write:

मोर	 होली	
रोटी	 खटोला	
गोरा	 मनोरध	
बोलना	 भरोसा	
कोयल	 कटोरा	
सरोकार	 गाओ	

3前(1) - Vowel sign of 3前(1) is also placed above the headline of consonant, e.g.

Let us practice

ग् + औ =	 ह् + औ =	
प् + औ =	 य् + औ =	
ਕ੍ + औ =	 ब् + औ =	
द् + औ =	 म् + औ =	

Let us see some words:

और	जौ	पकौड़ी
औरत	सौ	कटौती

Try to write words:

नौ	 सौ	
कौन	 मौन	
नौकर	 हौसला	
मौसा	 मनौती	
पौधा	 कचौड़ी	
पकौड़ा	 समझौता	

Observe the contrast between 'ओ' and 'ओ'

ओर - और	
कोड़ा - कौड़ी	
जो - जौ	
सो - सौ	

Exercise

Please identify the words with vowel signs ओ and औ and write in separate columns.

शब्द	ओ	औ
योग		
होटल		
तौलिया		
उसको		
मोहन		
पौन		
औरत		
मौन		

Lesson 4 Conjunct Letters

Unit XII

A conjunct is a combination of two or more consonants with no vowel including the inherent '31'. Only the final consonant has its inherent vowel '31'. In Hindi every consonant has two forms:

- 1. Full form with inherent '细'
- 2. Half consonant form.

Half forms of consonants are formed in three ways:

(i) By dropping the final vertical line:

Full form of Consonant	Mode of change	Modified form in words
ख	ख	मुख्य
ग	1	ग्यारह
घ	£	विघ्न
च	₹	बच्चा
ज	$\overline{\sigma}$	राज्य
ण	υ	पुण्य
त	ī	कुत्ता
খ	ઈ	कथ्य
ध	ε	ध्यान
न	-	अन्य
प	τ	प्यास
ब	<u>e</u>	डिब्बा

भ	£	सभ्य
म	Ŧ	तुम्हारा
य	τ	अय्यर
ਕ	₹	हल्दी
श	ষ্	नाश्ता
ঘ	D	शिष्य
स	₹-	खस्ता

(ii) By curtailing a tail.

Consonants which end in round curve, while making a conjunct, the curve is removed :

क	ᄚ	पक्का, क्या
দ	ዣ	दफ्तर, मुफ्त

(iii) By placing hal () sign at the bottom in consonants having round shape which indicates that inherent '3' is dropped, e.g.

ट	ट्	चिट्ठी
द	द्	युद्ध
ਠ	ठ्	पाठ्य
ड	ड्	बुड्ढा
ढ	ढ्	धनाढ्य
ह	ह	चिह्न

Please note

The combination of 'T' with other letters is an exception.

(i) Where ' $\overline{\zeta}$ ' occurs as the first member of a conjunct letter, it is represented by a hook ($\frac{\zeta}{\zeta}$) placed over the second letter, e.g.

(ii) When 't' occurs as the second member of a conjunct letter, it is represented by a vertical stroke placed towards the lower left of the first letter, e.g.

- (iii) In combination with ਟ and ਤ, 'て' is represented by an inverted v
- (below the consonant

ट्राम - ट् +
$$\tau$$
 = ट्र
ड्राफ्ट - ड् + τ = ड्र

Now try to write the conjunct letters

बच्चा प्याला '''''	
ज्वाला सस्ता	

मक्खन	 भक्त	
हफ्ता	 क्लास	

गुड्डा			रद्द		
छुट्टी			ब्रह्मपुत्र		
कर्म		मूर	र्ब	 	
गर्म		मुग		 	
दर्द		आ	र्ट	 	
अर्थ		अर	र्जी	 	
					_
प्रजा		дс	T	 	
भ्रम		क्रब	Т	 	
		•			•
ट्रक					
ड्रम					
Exercise		_ _			
1. Transc	1. Transcribe the following into Devnagari Script :			ipt :	
vishva:s					
patta:					
i:shvar					

vya:pa:r

bhram

Please rewrite the following words twice :

विश्व	
नन्हा	
अस्पताल	
मुफ्त	
अच्छा	
खट्टा	
अप्सरा	

Lesson 5

Special Signs

Unit XIII

Anuswar (-)

When nasal consonants (ङ, ञ, ण, न, म) are combined with a homogeneous consonant or with यरलवशषसह are represented by a dot (—) over the preceding vowel. This sign is called 'Anuswar'. This Anuswar assumes the sound of the nasal of class to which the following consonant belongs. For example:

1. It is pronounced as ङ (velar) while followed by consonants of 'क' varga (क, ख, ग, घ) e.g.

अंक, पंख, गंगा, कंघा

2. It is pronounced as ज (palatal) while followed by consonants of 'च' varga (च, छ, ज, झ), e.g.

चंचल, पंछी, मंजन, झंझट

3. It is pronounced as 'ण' (retroflex) while followed by consonants of ਟ varga (ਟ, ਠ, ਵ, ઢ), e.g.

घंटा, कंठ, ठंडा

4. It is pronounced as 'ਜ' (dental) while followed by consonants of a varga (ਰ, খ, द, ध), e.g.

संत, पंथ, गंदा, धंधा

5. It is pronounced as म (bilabial) while followed by consonants of 'प' varga, (प, फ, व, भ) e.g.

कंप, गुंफन, अंबा, खंभा

- 6. It is pronounced as per the place of articulation of the particular consonant, such as
 - य संयम
 - र संरचना
 - ल संलग्न
 - व संवाद
 - श संशय
 - स संसद
 - ह संहार
- 7. A nasal consonant combined with another nasal consonant is not represented by Anuswar. It retains its original form, such as -

अन्य	भिन्न
तुम्हारा	अन्न
अम्मा	सन्नाटा
जन्म	सम्मान

Anunasik (–)

Nasalised vowel or nasalization is different from anuswara, as anuswara has consonant value whereas anunasika is a modification of vowel, i.e., the vowel is uttered simultaneously through the nose. Anunasik does not follow a vowel like anuswara but changes the very vowel quality by adding nasal colour to it. It is represented by a sign $(\stackrel{\smile}{-})$ called chandrabindu and it placed above the letter.

The learners are therefore cautioned not to confuse these two linguistic entities. Anunasika has unique entity and this can change the meaning.

सास - साँस	पूछ - पूँछ
है - हैं	हंस - हँस
कहा - कहाँ	

Hal sign (\)

When the simple consonant without the inherent 'ਤਾ' is specifically to be expressed, a sign of हल '੍' (a right slanting stroke) is put below the letter, e.g.

Visarg sign (:)

The sign (:) is called visarg. It has the sound of voiced 'ह'. It occurs almost exclusively in Sanskrit words used in Hindi, e.g.

अत:

प्रात:

पुन:

सामान्यत:

प्राय:

फलत:

This sign should not be confused with the colon sign.

Exercise

1. Please transcribe the following words into Devanagari:

pankh	
khamba:	
andar	

gambhi:r	
amba:	
pump	

2. Write down the words legibly:

క ార	
आँस्	
मैं	
हँस	

Annexure-I

Combination of Vowel Signs with Consonants

क	का	कि	की	कु	क्	के	कै	को	कौ	कं	क:
ख	खा	खि	खी	खु	खू	खे	खै	खो	खौ	खं	ख:
ग	गा	गि	गी	गु	गू	गे	गै	गो	गौ	गं	ग:
ਬ	घा	घि	घी	घु	घू	घे	धै	घो	घौ	घं	घ:
च	चा	चि	ची	चु	चू	चे	큅	चो	चौ	चं	च:
ন্ত	छा	छि	छी	छु	छू	छे	क्ष	छो	ত্তী	छं	छ:
ज	जा	जि	जी	जु	जू	जे	जै	जो	जौ	जं	ज:
झ	झा	झि	झी	झु	झू	झे	韒	झो	झौ	झं	झ:
ट	टा	टि	टी	टु	टू	टे	5	टो	टौ	टं	ਟ:
ਠ	ਗ	ਰਿ	ठी	ठु	ठू	ठे	8	ठो	ਠੀ	ਠਂ	ਠ:
ड	डा	डि	डी	डु	डू	डे	ਝੈ	डो	डौ	डं	ड:
ढ	ढा	ढि	ढी	ढु	टू	ढे	\$	ढो	ढौ	ढं	ढ:
ण	णा	णि	णी	णु	णू	णे	णै	णो	णौ	णं	ण:
ਰ	ता	ति	ती	तु	त्	ते	ਰੈ	तो	तौ	तं	त:
থ	था	থি	थी	थु	थू	थे	थै	थो	थौ	थं	थ:
द	दा	दि	दी	दु	दू	दे	दै	दो	दौ	दं	द:
ម	धा	धि	धी	धु	धू	ध	धै	धो	धौ	धं	ម:
न	ना	नि	नी	नु	नू	ने	नै	नो	नौ	नं	न:

पी र्भ पो पौ पं पि पु पे प: प पा पू फि फी फै फो দা फं फे দ্দ फा फु फू फ: बै बौ बं बि बी बु बे बो ब बा ब् ब: भि भौ भं भी भ भ भो भ भा भु भू भ: मै मो मौ मं मि मी मे म मा मु म: मू यै यौ यं य यि यी यु ये यो य: या यू ţ रौ रं रि री रे रो रू ₹ रा रु ₹: लि ली ले ले लो लौ लं ल ला ल: लु लू वै बं बि बी वु वौ व् वे बो ब: ब वा शि शी शे शै शो शं शु शो श: श शा शू षु ф षो षं ष षि षी षू षे षो ष: षा सै सौ सं सि सी से सो स सा सु सू स: है हि ही हु हू हे हो हौ हं ह ह: हा

Annexure-II

Cardinals

	International	Devanagri
एक	1	१
दो	2	7
तीन	3	Ą
चार	4	×
पाँच	5	ઝ
छह	6	ω
सात	7	b
आठ	8	V
नौ	9	९
दस	10	80
ग्यारह	11	88
बारह	12	१२
तेरह	13	% 3
चौदह	14	१४
पंद्रह	15	१५
सोलह	16	१६
सत्रह	17	१७
अठारह	18	१८
उन्नीस	19	१९

	International	Devanagri
बीस	20	२०
इक्कीस	21	२१
बाईस	22	२२
तेईस	23	२ ३
चौबीस	24	ર૪
पच्चीस	25	રુલ
छब्बीस	26	२६
सत्ताईस	27	રહ
अट्ठाईस	28	२८
उनतीस	29	२९
तीस	30	30
इकतीस	31	38
बत्तीस	32	32
तैंतीस	33	33
चौंतीस	34	38
पैंतीस	35	34
छत्तीस	36	3६
सैंतीस	37	3 6
अड़तीस	38	3८

	International	Devanagri
उनतालीस	39	39
चालीस	40	४०
इकतालीस	41	४१
बयालीस	42	४२
तैंतालीस	43	83
चवालीस	44	४४
पैंतालीस	45	४५
छियालीस	46	૪૬
सैंतालीस	47	୪७
अड़तालीस	48	४८
उ नचास	49	४९
पचास	50	५०
इक्यावन	51	५१
बावन	52	
तिरपन	53	
चौवन	54	લઠ
पचपन	55	બ બ
छप्पन	56	 કદ્
सत्तावन	57	⁴ 6
अट्ठावन	58	
उनसठ	59	⁴ 9
साठ	60	६०

	International	Devanagri
इकसठ	61	६१
बासठ	62	६२
तिरसठ	63	६ ३
चौसठ	64	६४
पैसठ	65	દ્દલ
छियासठ	66	६६
सड़सठ	67	દ્દહ
अड़सठ	68	६८
उनहत्तर	69	६९
सत्तर	70	७ ०
इकहत्तर	71	७१
बहत्तर	72	७२
तिहत्तर	73	63
चौहत्तर	74	ଜ୪
पचहत्तर	75	હિલ
छिहत्तर	76	હદ્દ
सतहत्तर	77	७७
अठहत्तर	78	७८
उनासी	79	७९
अस्सी	80	८०
इक्यासी	81	८१
बयासी	82	८२

	International	Devanagri
तिरासी	83	ر غ
चौरासी	84	८४
पचासी	85	ረዓ
छियासी	86	८६
सतासी	87	८७
अठासी	88	८८
नवासी	89	८९
नब्बे	90	९०
इक्यानवे	91	९१

	International	Devanagri
बानवे	92	९२
तिरानवे	93	९ ३
चौरानवे	94	९४
पचानवे	95	९५
छियानवे	96	९६
सतानवे	97	९७
अठानवे	98	९८
निन्यानवे	99	९९
सौ	100	१००

शून्य	0
हज़ार	1,000
लाख	1,00,000
करोड़	1,00,00,000
अरब	1,00,00,00,000

Annexure-III

Ordinals

पहला pahla: first

दूसरा du:sra: second

तीसरा ti:sra: third

चौथा chautha: fourth

पाँचवा pañ:cvã: fifth

ততা chhaṭha: sixth

सातवाँ sa:tvã: seventh

आठवाँ a:ṭhvã: eighth

नौवाँ nau:vã nineth

दसवाँ dasvã: tenth

Further to these numerals all other numerals will take वाँ

Annexure-IV

Fractionals

चौथाई (Measurement)	(1/4)	चौथाई मीटर कपड़ा
पाव (Weight)	(1/4)	एक पाव दूध या पाव भह दूध
आधा	(½)	आधा किलो दूध, आधा मीटर कपड़ा
पौन	(¾)	पੀਜ ਕਤੇ - 12:45 hrs
सवा	(1¼)	सवा मीटर कपड़ा सवा will follow numeral '2' onwards, eg. सवा दो - 2¼, सवा तीन - 3¼ etc.
डेढ़	(1½)	डेढ़ लीटर दूध, डेढ़ बजे
पौने दो	(1¾)	पौन changes into पौने with plural and precedes the highest whole number
ढाई	(2½)	ढाई मीटर कपड़ा
साढ़े तीन	(3½)	साढ़े तीन मीटर कपड़ा (आधा changes into साढ़े when followed by 3 and above) साढ़े पाँच मीटर कपड़ा साढ़े सात लीटर दूध





केंद्रीय हिंदी निदेशालय

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