

**Directions for Part I:** Good grooming includes keeping your clothes fresh and wearable. Listed below are a number of types of stains. Read each one and decide whether it is an oil-based stain or a water-based stain. Then, in the space provided, write *O* if it is oil-based or *W* if it is water-based.

 1. soft drinks	 5. makeup
 2. perspiration	 6. orange juice
 3. grass	 <b>7.</b> motor oil
 4. crayons	 8. ballpoint ink

**Directions for Part II:** Read the following instructions for laundering clothes. Arrange the steps in the correct order for best results by numbering them 1 (the first step) through 8.

- **a.** To prevent wrinkling, hang such items as shirts, pants, and dresses as soon as you remove them from the dryer. Fold and sort other items.
- **b.** Sort the clothes by color and then by the recommended wash cycle and water temperature.
- **c.** Choose the correct load size for the amount of clothing you are washing.
- \_\_\_\_\_ **d.** Pretreat stains and dirty areas.
- **e.** Read the care labels on the garments.
  - **f.** When the cycle is complete, remove the clothes and put them in the dryer or hang them on the clothesline to dry.
- **g.** Set the washing machine at the correct water temperature according to the care labels.

**h.** Add detergent according to the amount specified on the bottle or box, and add fabric softener if static is a problem.