Twenty-Four Hour Time System
Conversion Sheet

REGULAR TIME	24-HOUR SYSTEM	SPOKEN AS:
8 A.M.	0800	ZERO EIGHT HUNDRED HOURS
8:15 A.M.	0815	ZERO EIGHT FIFTEEN HOURS
8:30 A.M.	0830	ZERO EIGHT THIRTY HOURS
9 A.M.	0900	ZERO NINE HUNDRED HOURS
10 A.M.	1000	TEN HUNDRED HOURS
10:15 A.M.	1015	TEN FIFTEEN HOURS
10:30 A.M.	1030	TEN THIRTY HOURS
11 A.M.	1100	ELEVEN HUNDRED HOURS
12 P.M.	1200	TWELVE HUNDRED HOURS
1 P.M.	1300	THIRTEEN HUNDRED HOURS
2 P.M.	1400	FOURTEEN HUNDRED HOURS
3 P.M.	1500	FIFTEEN HUNDRED HOURS
4 P.M.	1600	SIXTEEN HUNDRED HOURS
5 P.M.	1700	SEVENTEEN HUNDRED HOURS
6 P.M.	1800	EIGHTEEN HUNDRED HOURS
7 P.M.	1900	NINETEEN HUNDRED HOURS
8 P.M.	2000	TWENTY HUNDRED HOURS
9 P.M.	2100	TWENTY-ONE HUNDRED HOURS
10 P.M.	2200	TWENTY-TWO HUNDRED HOURS
11 P.M.	2300	TWENTY-THREE HUNDRED HOURS
12 P.M.	2400	TWENTY-FOUR HUNDRED HOURS
12:01 A.M.	0001	ZERO-ZERO-ZERO ONE HOURS
12:15 A.M.	0015	ZERO-ZERO-FIFTEEN HOURS
12:30 A.M.	0030	ZERO-ZERO THRITY HOURS
1 A.M.	0100	ZERO ONE HUNDRED HOURS
2 A.M.	0200	ZERO TWO HUNDRED HOURS
3 A.M.	0300	ZERO THREE HUNDRED HOURS
4 A.M.	0400	ZERO FOUR HUNDRED HOURS
5 A.M.	0500	ZERO FIVE HUNDRED HOURS
6 A.M.	0600	ZERO SIX HUNDRED HOURS
7 A.M.	0700	ZERO SEVEN HUNDRED HOURS

ALPHABET TO BE USED WITH "ONE-WRITE" SYSTEM

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

Ø 1 2 3 4 5 6 7 8 9

1. The numeral one is written as shown above so as not to be confused with the letter "I".

2. A line is placed through the letter "Z" so that it is not confused with a poorly written "Two" (2).

3. The numeral nine is written as shown so as to avoid being confused with a poorly written numeral four, as in "4".

4. A slash is placed through the numeral zero (Ø) to avoid its being mistaken for the letter "O".

5. An exaggerated "tail" is placed on the letter "G" to avoid confusion with the letter "C".

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

ALL UPPER CASE LETTERS

NO lower case letters

1 2 3 4 5 6 7 8 9 Ø

LETTERS AND NUMERALS MUST <u>NOT</u>
BE SLANTED

PHONETIC ALPHABET

A – ADAM
B – BOY
C – CHARLES
D – DAVID
E – EDWARD
F – FRANK
G – GEORGE
H – HENRY
I – IDA
J – JOHN
K – KING
L – LINCOLN
M – MARY
N – NORA
O – OCEAN
P – PAUL
Q – QUEEN
R – ROBERT
S – SAM
T – TOM
U – UNION
V – VICTOR
W – WILLIAM
X – X-RAY
Y – YELLOW
Z – ZEBRA