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Overview: The standard that we are working on for this study guide is Students will demonstrate eyes on copy, correct fingering, good techniques, and appropriate posture while operating the keyboard.

Essential question: How does good technique aid in speed and accuracy?

_____ Sept 13

Warm up - PowerPoint most frequently used words 11-20

Mini lesson – How to use free form on your Keyboarding Online account

_____ Sept 15

Warm up – PowerPoint most frequently used words 11-20

Mini Lesson – shift buttons

_____ Sept 19

Warm up – PowerPoint most frequently used words 21-30

Mini Lesson – curved fingers and returning to home row with letter 'c'

_____ Sept 21

Warm up – Click Clack Moo

Mini Lesson – Using earphones to engage in approved online keyboarding activities

_____ Sept 23

Warm up – PowerPoint most frequently used words 21-30

Mini Lesson – How to do an online timing

_____ List the lesson that has been the most difficult for you for this study guide: _____

_____ Turn in study guide on September 23rd.