

# Keyboarding

# Many state assessments now require students – starting as early as third grade – to write online.

Yet, many students at this age and older are not able to type with proper technique, or without looking down at the keyboard. Word processing and touch-typing are critical skills for success in school and future careers.



#### **OVERVIEW**

EasyTech's Keyboarding instructional design sets it apart from other keyboarding solutions by providing direct instruction, guided practice, application exercises and quizzes. The Adaptive Keyboarding component of the curriculum encourages independent practice with grade-appropriate story challenges that are customizable at the individual and class level. Students can then apply their keyboarding skills as they learn how to create, format, edit, publish and share word processing documents.





# Gives students structure and prepares them for online assessments

- Covers foundational keyboarding concepts like QWERTY finger placement, correct posture and technique, and keyboard functions
- Offers daily keyboarding practice to improve accuracy and typing speed
- Assigns exercises that adapt to each students individual needs



# Saves teachers valuable time in the classroom and lab settings

- Provides automatic scoring and grading on lessons
- Allows visibility of student performance to review time spent on practice, speed and accuracy in real-time
- Determines improvement rates and direction on what instruction students need
- Dashboards help districts and school administrators, teachers and students review time spent on practice, words-per-minute, and overall accuracy by key



# Give Your Students the Key to Success



## Adaptive Keyboarding

After completing direct instruction lessons and guided practice exercises, Adaptive Keyboarding measures students' existing speed and accuracy and automatically assigns exercises that adapt to individual needs. The modern gamified user interface helps students understand that through developing keyboarding skills, they can open their interconnected world.



## **Engaging Game Elements**

Keyboarding lessons include game-based design elements to improve student engagement, comprehension and retention, and to help make the content more relevant to students. Students move through a series of prescriptive pathways as they are typing and earn badges as they achieve goals and proficiency levels.



## Includes a Complete Word Processing Solution

Keyboarding instruction is not complete without opportunities for students to practice and apply skills in creating, editing, publishing, and sharing word processing documents. With the included word processing scope and sequence, students learn how to create beautiful documents in a variety of word processing software applications and how to best format them for MLA or APA style and citation rules.



## Standards Aligned

To address the ISTE Standards for Students, EasyTech Keyboarding and Word Processing includes a full scope and sequence of instruction that is flexible for all common implementations or practice at home. Because the instruction is online and available on desktops, laptops, and tablet devices, students can access it anytime and anywhere, to further develop their skills.