

Skillbuilding

Smoky Valley Virtual Charter School

Keyboarding Section I

Key each line 2 times. Continue keying the lines until told to stop

Warm-up

itch plum jilt waxy fizz next clod quad brag skit
It is good to meet new people as soon as you can.
Cover the cozy liquid wax before Jack mops again.

Key each line 2 times

Alphabet Review

baffle quartz toxic veins major whack gaudy
banjo wizard rhyme heaven steep affix laugh
matrix shady squaw venom jacket spill zebra
Be quick to move them up/down; jinx lazy fingers

Shift Keys

Querida Arthur Donata Regina Gwynne Warden
Leilani Ursula Javier Margot Phoebe Irving
Timothy Carlos Elliot Felice Zenina Vernon
Nokomis Isabel Hayley Pascal Justin Latham

Tab Key

Did you meet your goals? I did not. They
all did.

My car is stuck. I need it towed. Will you
do it?

Let's see a movie. What's playing? I do
not know.

Punctuation Spacing

Tom's flowers--especially the tulips--are lovely.
Have you seen her gloves? Are they in the drawer?
If Leilani can go tomorrow, we will go then also.
Estes Park has roads as well as hike/bike trails.
That fly-by-night business was selling old disks.

Key each line one time. Leave a blank line after each set of lines by pressing the RETURN key 2 times.

Independent Practice

asa aside sadly flask sails saved trash masks sas
fgf fight goofs golfs fugue gaffe foggy frogs gfg
wew weans sweet swell sweat sewer fewer weeks ewe
rtr art part port sort fort worth trade title rtr

klk kilns kilts kills keels flock block locks lkl
nmn means lemon minor numbs names money hymns mnm
oio boils soils joins coins lions toils spoil ioi
jhj joy jewels judge huge hugs jugs just jury jhj