

## **Suggested 2025 summer keyboarding practice for grades 1st-5th:**

### **1st grade:**

-Go to [Typetastic.com](https://www.typetastic.com) and practice the following games on Unit 1 My Keyboard Adventure for at least 10-15 minutes a day (play them in order and do not move onto the next game until they feel comfortable on the current level):

Level 1: Keyboard Builder

Level 2: Frog Pond Patrol

Level 3: Cupcake Bugs

Level 4: Astro Bubbles

Level 5: Ducky Trouble

Level 6: Letter Trucks

### **2nd grade:**

-Go to [Typetastic.com](https://www.typetastic.com) and practice the following games on Unit 2 All Fingers Aboard! for at least 10-15 minutes a day. (play them in order and do not move onto the next game until they feel comfortable on the current level):

Level 1: Home row

Level 2: Upper row

Level 3: Index fingers 1

### **3rd grade:**

-Go to [Typetastic.com](https://www.typetastic.com) and practice the following games on Unit 2 All Fingers Aboard! for at least 10-15 minutes a day. (play them in order and do not move onto the next game until they feel comfortable on the current level):

Level 1: Home row

Level 2: Upper row

Level 3: Index Fingers 1

Level 4: Lower row

Level 5: Index Fingers 2

Level 6: Three Rows

Level 7: Ultimate Challenge

### **4th grade:**

Every typing session you may give your child two choices:

-Go to [Typetastic.com](https://www.typetastic.com) and practice the following games on Unit 3 All Fingers Aboard! for at least 10-15 minutes a day. (play them in order and do not move onto the next game until they feel comfortable on the current level):

Level 1: The Home Row

Level 2: Letters E and I

Level 3: Letters R and U

Level 4: Letters T and O

Level 5: The Left Shift Key

Level 6: The Right Shift Key and Period

Level 7: Letter C and Comma

Level 8: Letters G, H, and apostrophe

Level 9: Letters V, N, and question mark

Level 10: Letters W and M

Level 11: Letters Q and P

Level 12: Letters B and Y

Level 13: Letters Z and X

-Go to [Typing.com](https://www.typing.com) for 10-15 minutes a day and start from Intermediate on the first lesson called Common English Words and progress through until you reach the end of Advanced or as far as you can. If you do reach the end of Advanced, you have several options:

- 1) You may switch to practicing reinforcement or stories.
- 2) You may also choose personalized practice and work on problem keys.
- 3) You may also play the typing games on [typing.com](https://www.typing.com)
- 4) You may also give yourself typing tests at home

#### **5th grade:**

-Go to [Typing.com](https://www.typing.com) to practice for 10-15 minutes a day and start from Intermediate on the first lesson called Common English Words and progress through until you reach the end of Advanced or as far as you can. If you do reach the end of Advanced, you have several options:

- 1) You may switch to practicing reinforcement or stories.
- 2) You may also choose personalized practice and work on problem keys.
- 3) You may also play the typing games on [typing.com](https://www.typing.com)
- 4) You may also give yourself typing tests at home

-If your child finds intermediate lessons too difficult, try starting them on the beginner level

-If your child finds intermediate lessons too easy, try bumping them to the first lesson of Advanced.

#### **Typetastic and [typing.com](https://www.typing.com) information:**

-For grades 1-3, You do not need an account to log into typetastic, as every practice session is independent. Just click on start learning from the home page and select K-2 elementary and click on the appropriate unit to reveal the practices for each unit. However for grades 4-5 on [typing.com](https://www.typing.com), you will need an account. In case your child does not have an account already or forgot how to log in, here are the steps:

- 1) Go to [typing.com](https://www.typing.com)
- 2) Sign in as student
- 3) Choose google login always
- 4) Accept any permissions if they ask

Games, tests, and progress can be located at the top menu bar. Individualized lessons are on the side. I suggest your child works on what is comfortable for them and gradually progress to more difficult lessons after they feel ready.

## Typing/Keyboarding FAQ:

### Keyboarding

Learning Objectives	K - 1	2	3 - 4	5 - 6	7 - 8
Identify the location of the alphabet on the keyboard	E	S	S	S	M
Identify the location of the numbers on the keyboard	E	S	S	M	M
Identify Home Row keys	E	E	S	S	M
Identify the Space Bar, Shift, Backspace, and Enter keys	E	S	S	M	M
Identify and practice proper finger placement with all keys	E	E	S	S	M
Know the importance of accuracy and speed	E	E	S	S	M
Meets personal Words Per Minute goal with 90 percent accuracy	E	E	S	S	M
Use Keyboarding program to develop keyboarding skills	E	S	S	M	M

E = Emerging Skill

S = Strengthening Skill

M = Mastering Skill

### How do I increase my typing speed?

There are two ways to type faster: The best way to increase typing speed is to learn to type the correct way. "Touch typing" means you are able to type with all 10 fingers instead of using a "hunt and peck" method of typing. You can learn how to touch type with Typing.com's free typing lessons. The second way you can learn to type faster is by playing typing games. Keyboard games like Nitro Type can help you practice your typing speed and increase your words per minute score.

### How fast should I type?

The ideal typing speeds by age are as follows:

Elementary school (Grades 3–5): 8–15 WPM

Middle school (Grades 6–8): 12–25 WPM

High school (Grades 9–12): 20–35 WPM

College/Adult: 50 WPM

### **How is typing speed measured?**

Typing speed is measured by the number of words you can type correctly in a set amount of time. A “word” is equivalent to five keystrokes. During a test, both speed and accuracy are measured. You will receive a number that indicates your average words per minute (WPM) and a percentage that indicates your accuracy.

### **Why is it important to take a typing speed test?**

Taking a typing speed test establishes your average typing speed (WPM) and accuracy, which is an important baseline to know so you can increase speed and improve accuracy with practice. Periodically taking typing speed tests can help you track your progress and measure improvement.

## **1st-5th Keyboarding Learning Goals Information:**

### **1st grade Keyboarding Unit/Learning Objectives Overview:**

#### **Learn the Keys**

Students will build the foundation for correct typing technique by learning all letter keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:
<ul style="list-style-type: none"><li>• Type using correct finger placement</li><li>• Type all letter keys</li><li>• Type words and simple sentences</li><li>• Use the space bar and enter key</li></ul>



#### **Punctuation & Numbers**

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:
<ul style="list-style-type: none"><li>• Use the shift key to capitalize and access additional symbols</li><li>• Type all basic punctuation keys</li><li>• Type all numbers</li><li>• Contextually practice punctuation keys</li></ul>

## 2nd grade Keyboarding Unit/Learning Objectives Overview:

### Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:
<ul style="list-style-type: none"><li>• Type using correct finger placement</li><li>• Type all letter and basic punctuation keys</li><li>• Type words and sentences</li><li>• Use the space bar and enter key</li></ul>



## 2nd grade cont.

### Punctuation & Numbers

Students will gain an understanding of capitalization, punctuation, and number keys through contextualized practice and skill-building.

Students will:
<ul style="list-style-type: none"><li>• Use the shift key to capitalize and access additional symbols</li><li>• Type all basic punctuation keys</li><li>• Type all numbers</li><li>• Contextually practice punctuation keys</li></ul>

### 3rd grade Keyboarding Unit/Learning Objectives Overview:

#### Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:
<ul style="list-style-type: none"><li>• Type using correct finger placement</li><li>• Type all letter and basic punctuation keys</li><li>• Type words and sentences</li><li>• Use the space bar and enter key</li></ul>



#### Punctuation & Numbers

Students will gain an understanding of capitalization, punctuation, and number keys through contextualized practice and skill-building.

Students will:
<ul style="list-style-type: none"><li>• Use the shift key to capitalize and access additional symbols</li><li>• Type all punctuation keys</li><li>• Type all numbers</li><li>• Contextually practice punctuation and number keys</li></ul>



#### Creative writing:

Students will apply their typing skills to create their own content and respond to cross curricular prompts and questions.

## **4th grade Keyboarding Unit/Learning Objectives Overview:**

### **Learn the Keys**

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

### **Punctuation & Advanced Keys**

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

### **Creative writing:**

Students will apply their typing skills to create their own content and respond to cross curricular prompts and questions that is 1 page in length.

## **5th grade Keyboarding Unit/Learning Objectives Overview:**

### **Learn the Keys**

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:
<ul style="list-style-type: none"><li>• Type using correct finger placement</li><li>• Type all letter and basic punctuation keys</li><li>• Type words and sentences</li><li>• Use the enter key</li></ul>



## **5th grade cont.**

### **Punctuation & Advanced Keys**

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:
<ul style="list-style-type: none"><li>• Use the shift key to capitalize and access additional symbols</li><li>• Type all punctuation keys</li><li>• Type all numbers</li><li>• Contextually practice punctuation and advanced keys</li></ul>



### **Creative writing:**

Students will apply their typing skills to create their own content and respond to cross curricular prompts and questions that is 2 pages in length.