

## About the Course

- An introduction and 80 lessons cover proper posture and hand position, home row placement, all of the letters, the space bar, the semicolon, the period, the shift key, and typing words and short sentences.
- This course uses beautifully designed pages with images of nature for those who are looking for an inexpensive, effective, fun, offline program with a “good and beautiful” feel. The course supports high moral character and gives fun practice with grammar principles—all without the need for flashy and over-stimulating effects that often come with on-screen computer programs.
- This course is designed for children ages 7-11 with little to no typing experience.
- Beginning lessons are short, but younger children new to typing are slow at first and need short lessons. Lessons progressively increase in length. Children with some typing experience may want to do multiple lessons a day.

## Items Needed

- Course book and sticker sheet
- A laptop or computer with a basic word processing program, such as Word, Pages, or Google Docs
- Easel document holder (on which to put the course book and place next to the computer)

## How the Course Works

- The child should complete 1-2 or more lessons a day, 2-5 days a week. (Lessons take 5-15 minutes, depending on the speed of the child.) A lesson is completed when all of the cloud check boxes are marked off, showing the child has completed each assignment in the lesson.
- To complete a lesson, the child places the course book on an easel document holder next to the laptop or computer and follows the instructions, completing assignments on a basic word processing program.
- When a page is completed, the child chooses a sticker and places it on the page where indicated.