Middle Level Keyboarding

Our Curriculum Progress

Jennie Hansen, Deb Headley, Lori Luedtke, Heather Steiner
Where We Were - 6th Grade Keyboarding

- All year - every other day
  - Book Based
- Semester - every day
  - All The Right Type
  - Typing Time
- 12 weeks - every day
  - Typing Time
- 18 weeks - every other day (9 weeks)
  - EduTyping
Where We Are - 6th Grade Computer Skills

- New format - 18 weeks, every other day
- Name change from 6th Keyboarding to 6th Computer Skills
- New software
- New curriculum map
- New assessments
EduTyping - Why?

- Typing Time was not compatible with new OS
- Looking for online environment that met the needs of our curriculum/state standards
- Evaluated several online programs
Curriculum Map Highlights

- Emphasis is on correct posture and reaches (Techniques)
- Supplemented by Technology Lessons such as Digital Citizenship, Proofing/Editing, and Intro to Google Docs
- 4 timed typing tests
Assessments

- Technique - after Lessons 6, 13, 18 - Summative
- Timed Test 1 - after Lesson 13 - Formative
- Timed Test 2 - after Lesson 17 - Formative
- Timed Tests 3 and 4 - given during the last 10 days of the semester - Summative
- Proofreading/editing - Formative and Summative
- Formatting documents - Formative and Summative
- Blank keyboard quiz - Summative
Formatting - Then and Now

Microsoft Office - Word

● Short report
● Personal business letter
● Basic formatting

Google Drive - Google Docs/Google Classroom

● **Fonts**, font sizes, **font colors**
● Styles - **Bold**, *Italics*, **Underline**, Strikethru
● Alignments - L/R/C/J
● Cut/Copy/Paste
● Line Spacing - SS, DS, QS
● Margins
Supplemental Activities

- Treasure Timings
- Keyboarding Bingo - Kahoot!
- ABCD Relays
- Boggle
Additional Resources

- Covers
  - www.keyboardteacher.net – plastic
- Typing Board - (app)
Bulletin Boards

Before you...

THINK!

TRUE HELPFUL INSPIRING NECESSARY KIND

YOUR FINGERS HAVE A HOME

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A S D F G H J K L 
Z X C V B N M < > / \ 
Tab caps lock shift control
Bumps Along the Way

- Pullouts:
  - Band
  - Math Interventions
  - Teammates
  - Speech Services
- Teacher Turnover - out of area teachers in and out!
What about the DATA?

12 Week Data Collection
● Collected WPM data for 2 categories:
  ○ 25-34 WPM
  ○ 35+ WPM

9 Week Data Collection
● Collected WPM data for 4 categories:
  ○ 0-9 WPM
  ○ 10-21 WPM
  ○ 22-34 WPM
  ○ 35+ WPM
DATA Discovery

- Typing speeds did not show major differences
  - 12 week format:
    - 35+ WPM - 26%
    - 25-34 WPM - 35%
    - Under 24 WPM - 39%
  - 9 week format:
    - 35+ WPM - 28%
    - 22-34 WPM - 47%
    - 10-21 WPM - 24%
    - 0-9 WPM - 1%
Where the DATA took us

● 7th Grade Computers
  ○ EduTyping as a warm-up to reinforce keyboarding skills - [Warm-up Plan](#)
  ○ Assessing typing speeds - [Grading Rubric](#)
● Collaborating with 6th and 7th grade teachers on using keyboarding skills while working on computers
● Reinforce keyboarding skills with the goal to improve productivity
Questions