3rd Grade Keyboarding
I can identify what plagiarism is.
I can identify what it means to stay safe online.
I can email different people and check to see if I received a response.
I can gather information by searching the internet.
I can use google chrome and Internet explorer to find information
I can format text on google docs, slides, and Microsoft word.
I can print to the two different printers in the class.
I can keep my eyes on the screen, not on the keys.
I can keep my fingers curved and oriented to home row.
I can use the correct fingers used for keystrokes.
I can key with smooth rhythm and quiet hands
I can keep forearms parallel to slant of the keyboard; wrists low but not resting on any surface.
I can keep proper sitting posture: body centered with feet providing balance and elbows naturally at sides.