

Student “I Can . . .” Statements for Proper Keyboarding Technique:

- I CAN . . . Keep both of my feet flat on the floor.
- I CAN . . . sit up straight and have good posture.
- I CAN . . . center my keyboard to my body (letter N to my belly button) and pulled closer to the edge of the table.
- I CAN . . . keep my body about six inches from the table / keyboard.
- I CAN . . . keep my elbows by my side.
- I CAN . . . keep my wrists straight and not rest them on the table.
- I CAN . . . use my SPEEDSKIN® keyboard cover.
- I CAN . . . keep my hands in home row at all times.
- I CAN . . . strike the keys with a quick strong tap.
- I CAN . . . I can use the correct finger placement at all times.
- I CAN . . . keep my eyes on the screen so I don't peek at the keyboard or my fingers.
- I CAN . . . meet the learning goals in both accuracy (%) and Words Per Minute (WPM) on each assigned keyboarding lessons/assessments