

Ms. Carter: Wk 4 (8-28 thru 9-1) Textbook needed: Century 21 Computer Applications and Keyboarding, 8th Ed.

Assignments

- Review Keyboarding Posture and Technique, p. 2.
- Learn Homerow and Enter keys, p. 3.
- Key 1f, 1g, 1h (each line 2 times), p. 4
- Learn h and e keys: Key 2a, 2b (each line 2 times), p. 5.
- Learn i and r keys: Key 2c, 2d, 2e (each line 2 times), p. 6.
- Homework and extra practice: www.gcflearnfree.org