Year 3
Summer

Computing – Information technology
Touch Typing
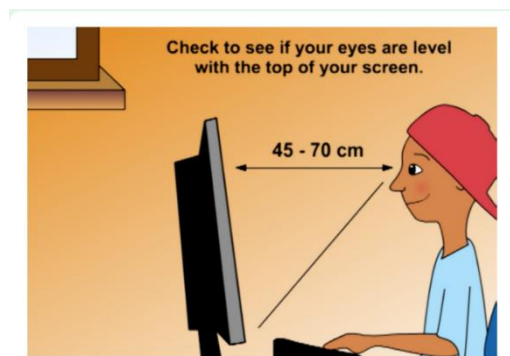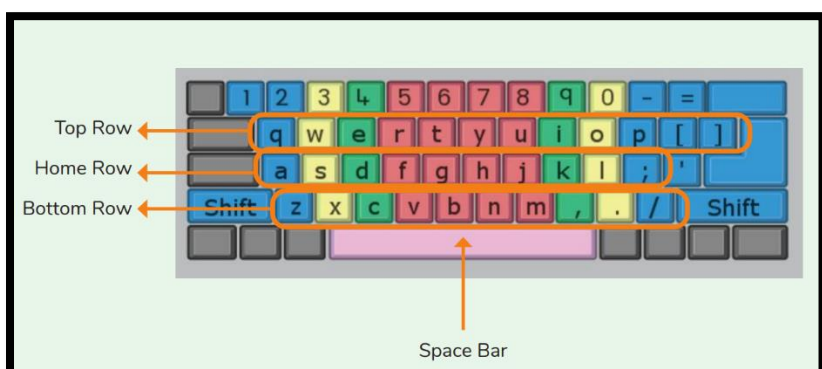
2Type

purple mash
2 simple

Key Knowledge

- To introduce typing terminology.
- To understand the correct way to sit at the keyboard.
- To learn how to use the home, top and bottom row keys.
- To practise typing with the left and right hand.
- A good posture is important to help you avoid any injuries that come from repeatedly using the computer incorrectly.
- Using specific fingers for specific keys allows you to type more quickly.

Key Vocabulary

Keys	Buttons that are pressed on a computer keyboard or typewriter. These can be described by their position; bottom row, top row and home row (middle row).
Posture	The correct way to sit at the computer.
Space bar	The bar at the bottom of the keyboard.
Typing	The action or skill of writing something by means of a typewriter or in this case a computer.

Top Row
Home Row
Bottom Row
Space Bar

Check to see if your eyes are level with the top of your screen.

45 - 70 cm

Key Questions

Why should I have a good posture at the computer?

Why should I type certain keys with certain fingers?

Put your fingers on the keyboard. Make sure your wrists are not touching anything.