Keyboarding Checklist	Keyboarding Checklist
Elle Options Macros Prediction Help Esc F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 Home PgUp \sim 1! 2@ 3# 4.\$ 5% 6^ 7% 8.* 9.(0) $=$ ± End PgDn $H_{\rm H}$ Q W E R T Y U I 0 P [(1]) \1 \bullet \bullet $H_{\rm H}$ Q W E R T Y U I 0 P [(1]) \cdot \bullet	File Options Macros Prediction Help Esc F1 F2 F3 F4 F5 F6 F7 F8 F9 F10 F11 F12 Home PgUp \sim 1! 2@3# 4\$ 5% 6^ 7% 8* 9 0 $=$ ± End PgDn $\stackrel{L}{=}$ Q W E R T Y U I 0 P [{]} 1 $\stackrel{\bullet}{=}$ $\stackrel{\bullet}{=}$ $\stackrel{\bullet}{\Box}$ A S D F G H J K L ;: ,"" Enter <i>Buller Buller Buller</i>
 I reported directly to my assigned seat. I sat correctly in front of the keyboard. My back was straight. My feet were flat on the floor. My wrists were level. My fingers were arched over the keyboard. My eyes were on the screen, not the keyboard. I used the correct fingers on each key. I used the correct reach on the Spacebar and Enter key. I straightened up the equipment at the end of class, leaving it even better than I found it. I did my best today in keyboarding class. 	 I reported directly to my assigned seat. I sat correctly in front of the keyboard. My back was straight. My feet were flat on the floor. My wrists were level. My fingers were arched over the keyboard. My eyes were on the screen, not the keyboard. I used the correct fingers on each key. I used the correct reach on the Spacebar and Enter key. I straightened up the equipment at the end of class, leaving it even better than I found it. I did my best today in keyboarding class.