

Keyboarding Skills Review

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Understanding Typing for a Purpose

Name: _____

Date: _____

Answer the following questions based on what you learned about typing and communication.

1. What is the main purpose of practicing typing?

- A. To play games
- B. To write messages accurately
- C. To make art

2. A soft answer turns away ____, but harsh words stir up anger.

3. Why is it important to use all fingers while typing?

4. What should you mostly keep your eyes on while typing?

- A. The keyboard
- B. The screen
- C. The floor

5. Match the typing tips to their descriptions.

Type slowly

To avoid mistakes

Check for errors

To be accurate

6. How can careful typing help us share our thoughts?

7. Which verse reminds us about the importance of communication?

- A. Proverbs 15:1
- B. John 3:16
- C. Genesis 1:1

8. We should always check for ____ after typing to make sure our work is correct.

9. What was challenging about typing today?

10. What can help us improve our typing skills?

- A. Typing games
- B. Watching TV
- C. Ignoring mistakes

Answer Key

1. To write messages accurately 2. wrath 3. Using all fingers helps us type faster and more accurately. 4. The screen 5. To avoid mistakes 6. Careful typing makes our messages clear and easy to understand. 7. Proverbs 15:1 8. errors 9. I found it hard to keep my fingers on the right keys. 10. Typing games
