SYLLABUS
Keyboarding and Internet Safety
Grade 6
Mr. P.C. Williams
LHMS

Course Description: The purpose of this course is to expose students to the benefits of touch-typing. Students will use Mavis Beacon keyboarding software to correctly learn finger positioning while increasing typing speed and accuracy. Students will also participate in the "EverFi" internet safety program. This web-based tutorial program exposes students to the perils of using the internet. It demonstrates safe methods to surf the World Wide Web.

Required Materials:

1. _None_- LHSD will provide the computers and software for the course

Objectives:

1. To use proper finger placement

     a. Left Hand   ASDF
     b. Right Hand   JKL;

2. To increase typing accuracy

3. To increase their "WPM" speed or words per minute speed

4. EverFi-To promote safe and appropriate citizenship when using the internet (World Wide Web)

Evaluation:

All students will be graded Pass or Fail. Student grades will be determined on the following criteria:

- Correct finger placement

- Class participation