

All The Right Type 4 Online

Directions: All The Right Type 4 Online is a web based typing program. All lessons for this typing program will be done at home by the students. Each lesson takes approximately 10-12 minutes to complete. Each lesson has three buildings which each take approximately 3-4 minutes. Students will have two weeks to complete the 3 lessons at home. Then students will complete the **Tests** for all 3 lessons in school during class as instructed by the teacher. This program is sequenced, therefore, students are not able to advance forward without completing the previous lesson. Students may redo the lessons as many times as necessary to get comfortable with the memorization of the keyboard. Students may also practice on the tests for the lessons they have completed. All home **Test** scores will be deleted by the teacher once the teacher assigns the **Tests** in school. Students will be using the orange keyboard skin in school which covers the keyboard while taking the **Tests**. Therefore, students are recommended to cover the keyboard at home with a paper or some other way so they are not looking at the keyboard. Students grade for “All The Right Type 4 Online” are based on the following three factors:

1. Typing Technique = 10%
2. Progression = 5%
3. Errors in Tests = 85%

Typing Technique consists of proper hand and finger position on the home row keys of the keyboard, your arms should be bent at an 90⁰ angle, sitting with your back straight against the chair, and placing the keyboard at the edge of the table or desk.

Progression consists of student making necessary progress in the typing program throughout both quarters.

Errors in Tests consists of total error student makes in EACH test. Not the average of the combined test for that lesson.

Speed or Words Per Minute (wpm) is not factored into the grading for this program. Therefore, students are encouraged to go as slow as they need. Students should say the letter to themselves while striking the key which will help them memorize it without looking at the keyboard.

Rubric for Tests

| Errors | Grade |
|---------------|--------------|
| 0 - 1 | 100 |
| 2 | 97 |
| 3 | 96 |
| 4 - 5 | 94 |
| 6 - 7 | 90 |
| 8 - 9 | 87 |
| 10 - 11 | 84 |
| 12 - 14 | 80 |
| 15 - 17 | 78 |
| 18 - 20 | 75 |
| 21 - 23 | 70 |
| 24 - 26 | 65 |
| 27 - 30 | 60 |

| | |
|------|----|
| 31 + | 55 |
|------|----|

Each color indicates the three group lessons students will complete at home and the coordinating Tests students will complete in school.

You will complete lessons 1-3 at home. These three lessons will be completed at home.

Lesson 1-3 home completion due is _____

Lesson 1-3 Tests (3 tests– 1a, 1b, 1c) will be done in school the week of _____

You will complete lessons 4-6 at home. These three lessons will be completed at home.

Lesson 4-6 home completion due is _____

Lesson 4-6 Tests (6 tests– 2a, 2b, 2c, 2d, 2e, 2f) will be done in school the week of _____

You will complete lessons 7-9 at home. These two lessons will be completed at home.

Lesson 7-9 home completion due is _____

Lesson 7-9 Tests (6 tests– 3a, 3b, 3c, 3d, 3e, 3f) will be done in school the week of _____

You will complete lessons 10-12 at home. These two lessons will be completed at home.

Lesson 10-12 home completion due is _____

Lesson 10-12 Tests (6 tests– 4a, 4b, 4c, 4d, 4e, 4f) will be done in school the week of _____

You will complete lessons 13-15 at home. These two lessons will be completed at home.

Lesson 13-15 home completion due is _____

Lesson 13-15 Tests (6 tests- 5a, 5b, 5c, 5d, 5e, 5f) will be done in school the week of _____

You will complete lessons 16-18 at home. These two lessons will be completed at home.

Lesson 16-18 home completion due is _____

Lesson 16-18 Tests (6 tests- 6a, 6b, 6c, 6d, 6e, 6f) will be done in school the week of _____