

Keyboarding Varieties Worksheet

Name _____

Use the following websites to answer the questions:

Why is it important to Touch Type: <https://www.pitman-training.com/advice-hub/pitman-blog/why-is-it-important-to-touch-type/>

1. How can touch typing increase productivity of a business?
2. List 4 of the 6 benefits of touch typing
 - a.
 - b.
 - c.
 - d.

Word Press, Learn Keyboarding: <https://adamfortgo.wordpress.com/2014/06/25/benefits-of-touch-typing-skills/>

1. List 6 of the 8 benefits of touch typing
 - a.
 - b.
 - c.
 - d.
 - e.
 - f.
2. A touch typist can easily reach typing speeds above _____ words per minute, while a hunt and peck typist would be hard pressed to reach _____ words per minute.
3. What does RSI stand for?
4. How does bad posture affect your keyboarding skills?

eLearning Industry: <https://elearningindustry.com/why-average-typing-speed-is-important>

1. What is the highest WPM that has been recorded?
2. What kind of keyboard was she using?
3. On average, who types faster, boys or girls?
4. What is the average one-minute typing speed for casual typists?
5. When practicing, what is the recommended time that per day that is recommended, according to this website?