

NAME _____

DATE _____

KEYBOARDING

Assessment Test



1. What are the home row keys?

2. What is it called when you use only two fingers to type?

3. Complete the following sentence: *When typing, you should always keep your feet...*

4. When keyboarding, what is more important, speed or accuracy?

5. What analogy was used in the video to demonstrate the importance of typing speed versus accuracy?
Hint: It involved a sport.

6. How did the QWERTY keyboard get its name?

7. Name two of the several proper posture and technique rules explained in the video.

8. Where should you place your hands on the keyboard?

9. Who invented the typewriter?

10. Where should your eyes remain when keyboarding?
