

## Aprendendo a Escrever: Letra de forma → *Cursiva* → Teclado Cinco Passos para Acessar as Lições de Digitação do Nearpod

1. Vá para o seu **LaunchPad** em [sso.browardschools.com](https://sso.browardschools.com).

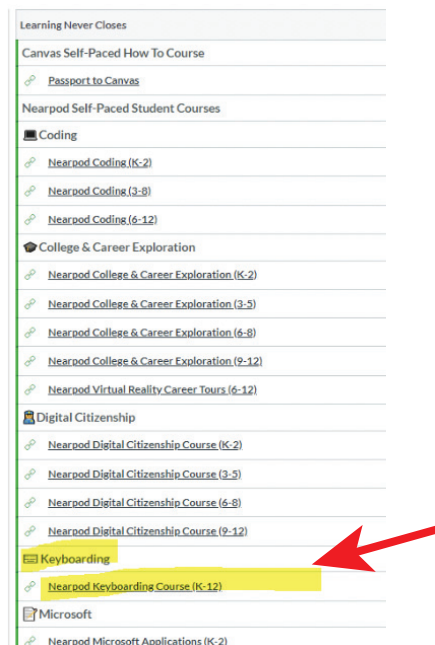
2. Clique no ícone de **Canvas**.



3. Vá para **Resources** na barra de navegação azul na margem esquerda de qualquer curso de Canvas e clique em **Student Textbooks & Resources**.



4. Use a guia **Learning Never Closes** para acessar o recurso Nearpod Keyboarding.



5. Comece a lição e pratique, pratique, pratique!



## Energize Your Keyboarding Skills

As with any new skill you learn, it's the little things that can make a big difference. Follow the tips below to make your fingers do the talking when it comes to keyboarding.

- 1 Minimize typos**  
Be sure that your fingers are always placed properly on the home row keys. Use the raised bumps located on the "F" and "J" keys to feel for proper finger positioning.
- 2 Know your problem keys**  
Identify which keys are giving you difficulty. To correct the problem, practice the finger reach for these keys on a daily basis.
- 3 Practice**  
This one's obvious. The more typing you do, the better you'll get. The secret is to practice typing every day until you become proficient. For practice, try typing a page from your favorite book or magazine.
- 4 Maintain good posture & technique**  
While typing, sit upright in your chair with both of your feet flat on the floor. Wrists should not be resting on the desk while typing; instead, they should remain slightly raised.
- 5 Monitor your progress and set goals**  
Set a new WPM (words per minute) goal each week. For example, if your average WPM is 20 after a week or two of practicing, try to achieve an average of 23 or 24 WPM the following week, increasing your WPM goal each week thereafter.
- 6 Think "light"**  
One of the biggest problems with typing newbies is the tendency to want to push downward on the keys. The skill of touch-typing requires just that, a light touch. Think of your fingers as lightweight movable parts that glide around the keyboard.

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