

Computing Outcomes Portfolio



Year 1 - Autumn 2
Introduction to Touch Typing (2Type)

Intent

This unit of work uses 2Type which can be found within the Tools area of Purple Mash and is designed to help the children learn the basics of quick and efficient typing.

Typing, as with handwriting, needs regular practice and although the unit will give the children a basic understanding, regular and consistent practice is needed over the next few years to ensure typing skills develop. As well as the activities suggested in these plans there are numerous other activities for the children to access.

As with handwriting, some children will find learning to type easier than others. For this reason, you may need to adapt the pace of the lessons.

Lesson 1: L.Q. What is the correct way to type the home row keys?

These are your Home row keys.

practise

practise

W

practise



HomeRow Keys

Using the correct fingers, find the letters on your keyboard

Game Duration



10 mins



Play



Lesson 3: L.Q. What is the correct way to type the bottom row keys?

These are your bottom row keys. practise

practise

W

practise



BottomRow Key

Using the correct fingers, find the letters on your keyboard

Game Duration



10 mins



Play

Lesson 4: L.Q. What are the benefits of typing with my right or left hand?

When you have your fingers in the correct starting position, practise reaching the other keys. We have colour coded the keyboard so you can see which fingers to use. Take a look at the index finger and practise moving it to the top row of the red letters and then back down to the starting position.



Left Keys



Right Keys

Lesson 5: L.Q. What is the shift key and when should I use it?

These are your shift keys. The shift key is used to change from small letters to capital letters or from capital letters to small letters. This will work if you hold down the shift key and letter *practice* together.



Capital Letters and Full Stops

Using the correct fingers, find the letters and punctuation on the keyboard.

Game Duration



10 mins



Play ▶