# Spring 1 Year 3/4 Unit: 3.4 Touch typing

## Key Learning

- To introduce typing terminology.
- To understand the correct way to sit at the keyboard.
- To learn how to use the home, top and bottom row keys.
- To practise typing with the left and right hand.

## Key Vocabulary

**Posture**

The correct way to sit at the computer.

**Top row keys**

The keys on the top row of the keyboard.

**Home row keys**

The keys on the middle row of the keyboard.

**Bottom row keys**

The keys on the bottom row of the keyboard.

**Space bar**

The bar at the bottom of the keyboard.

## Key Resources

## Previous learning

- Efficient use of a search engine.
- Leaflet creation
- Presenting ideas in a variety of styles.

## Aspirations

- Personal assistant
- Script writer
- Data inputting

## Sticky knowledge

**Why should I have a good posture at the computer?**

A good posture is important to help you avoid any injuries that come from repeatedly using the computer incorrectly.

**Why should I type certain keys with certain fingers?**

Using specific fingers for specific keys allows you to type more quickly.

## Characteristics needed for this topic:

- Resilience
- Risk taking
- Making links