



Keyboarding Blizzard Bag #2

Directions: Select the best answer, then place the letter on the space provided.

1. _____ The following keys are considered the “Home Keys”:
 - a. QWER UIOP
 - b. ZXCV BNM,
 - c. ASDF JKL;
 - d. ASDF GHJK

2. _____ The following is/are essential for good posture while typing:
 - a. Feet on the floor
 - b. Sit up straight
 - c. Chair pushed in
 - d. All of the above

3. _____ Always use the Caps Lock when capitalizing the first letter of a sentence.
 - a. True
 - b. False

4. _____ After the period, how many spaces are before the start of the next sentence?
 - a. 0
 - b. 1
 - c. 2
 - d. 3

5. _____ The name of the keyboarding program we are using at CFMS is named:
 - a. Copley Typing Fun
 - b. Keyboarding Online
 - c. Keyboarding Offline
 - d. Frog Jump Typing