

Project

1. Open Microsoft Word. /1
2. Create a blank document. /1
3. Write your full name. /2
4. Write today's date. /2
5. Type these letters on the home row. /3

This is the home row on your keyboard and these are some of the most important keys to remember. They are where your fingers sit before moving up or down to type each letter.



1	g g h h g g h h g h g h g g g h
2	a s d f g h j k l ; a s d f g h j k l ;
3	sad had lad fad gag hag jad

6. Type the alphabets in Capital letters. /2
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
7. Write two sentences about your favorite activity. /4

My favorite activity is.....