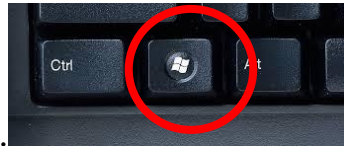


St Stephen's College Preparatory School  
2020 School Suspension Grade 1 Computer  
8 May 2020

**Introduction to Word Processing and Keyboard**



1. Click on the windows icon on the bottom left of your screen



or press the windows button on the keyboard.

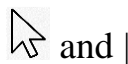
2. Select...



Source: <https://www.versionmuseum.com/history-of/microsoft-word>

3. Know your

- **Cursor**



- **Alphabet Key**



- **Backspace Key**

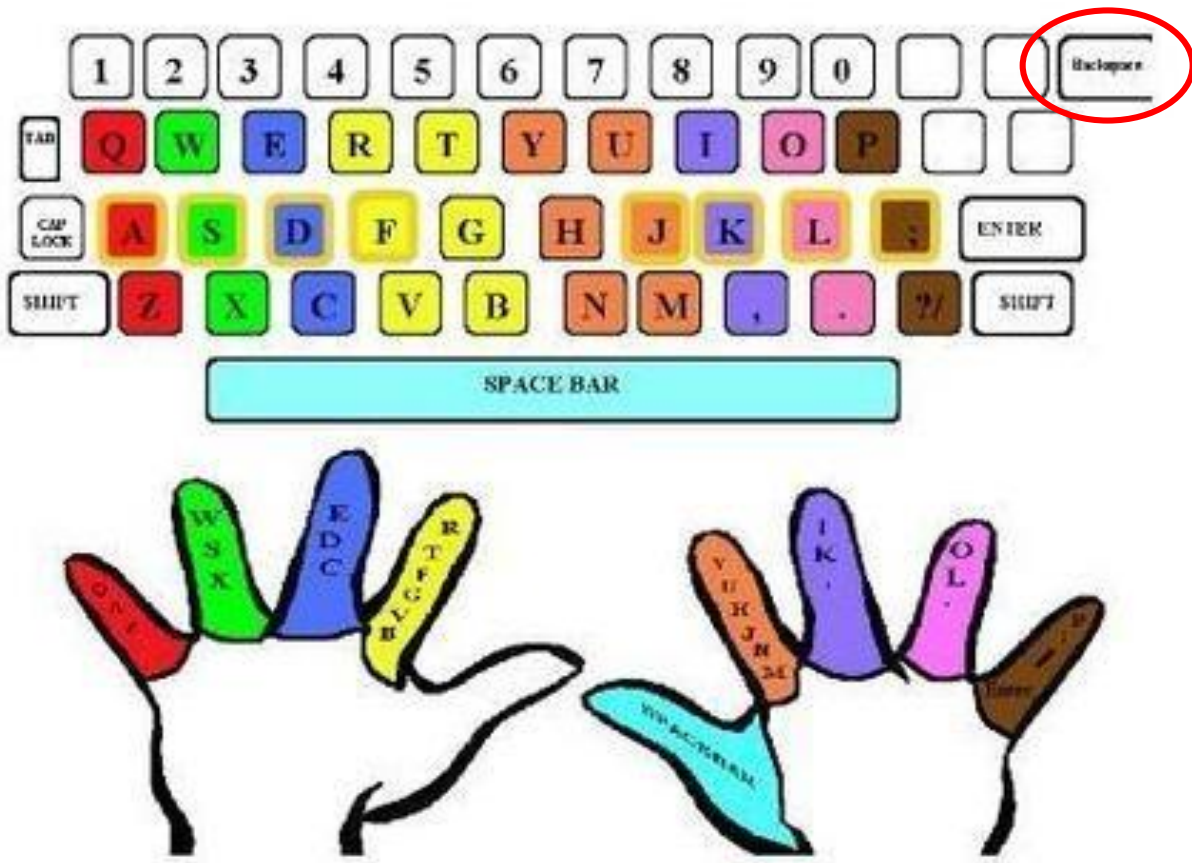


- **Space Bar**



## The Qwerty Keyboard

backspace



Source: <https://clipartart.com/categories/colorful-computer-keyboard-clipart.html>

## Why not A-Z keyboard?

<https://www.youtube.com/watch?v=nlNn2Uw3FAg>

## Practice

1. shubidua
2. mamailoveyou
3. shu bi dua
4. mama i love you

## Kids Typing (Typing Club Exercise 1- 20)

<https://www.typingclub.com/kids-typing>