



CERTIFICATE OF COMPLETION

HAS COMPLETED
KEYBOARDING FOR TWEENS
SACHEM PUBLIC LIBRARY
CONGRATULATIONS!

Signature

Date



**PLAY *MAVIS BEACON*
GAMES ON SACHEM PUBLIC
LIBRARY'S SCHOOL-AGE
COMPUTERS TO KEEP UP
YOUR SKILLS!**

**SINGLE-KEY TYPING
SKILLS:**

**UNDERSEA KARAOKE
ROAD TRIP**

**FULL-WORD TYPING
SKILLS:**

**ROCKSLIDE
CREATURE LAB**

**USE *MAVIS BEACON* PRACTICE
LESSONS ON SACHEM PUBLIC
LIBRARY'S SCHOOL-AGE
COMPUTERS TO KEEP
UP YOUR SKILLS!**

**1. FROM *MAVIS BEACON* MAIN
MENU, CLICK ON "PRACTICE".**

**2. IN "PRACTICE SESSIONS"
WINDOW, SCROLL DOWN TO
"KEYBOARDING DRILLS" AND
CLICK GREEN START BUTTON
ON LEFT.**

**3. IN "PRACTICE SESSIONS"
WINDOW, SCROLL DOWN AND
CHOOSE A LESSON.**

SUGGESTED LESSONS ARE:

**LEFT-HANDED WORDS
RIGHT-HANDED WORDS
ALTERNATING HANDS
COMMON WORDS**

**HIGHLIGHT THE PRACTICE
SESSION YOU WANT AND CLICK
GREEN START BUTTON AGAIN.**