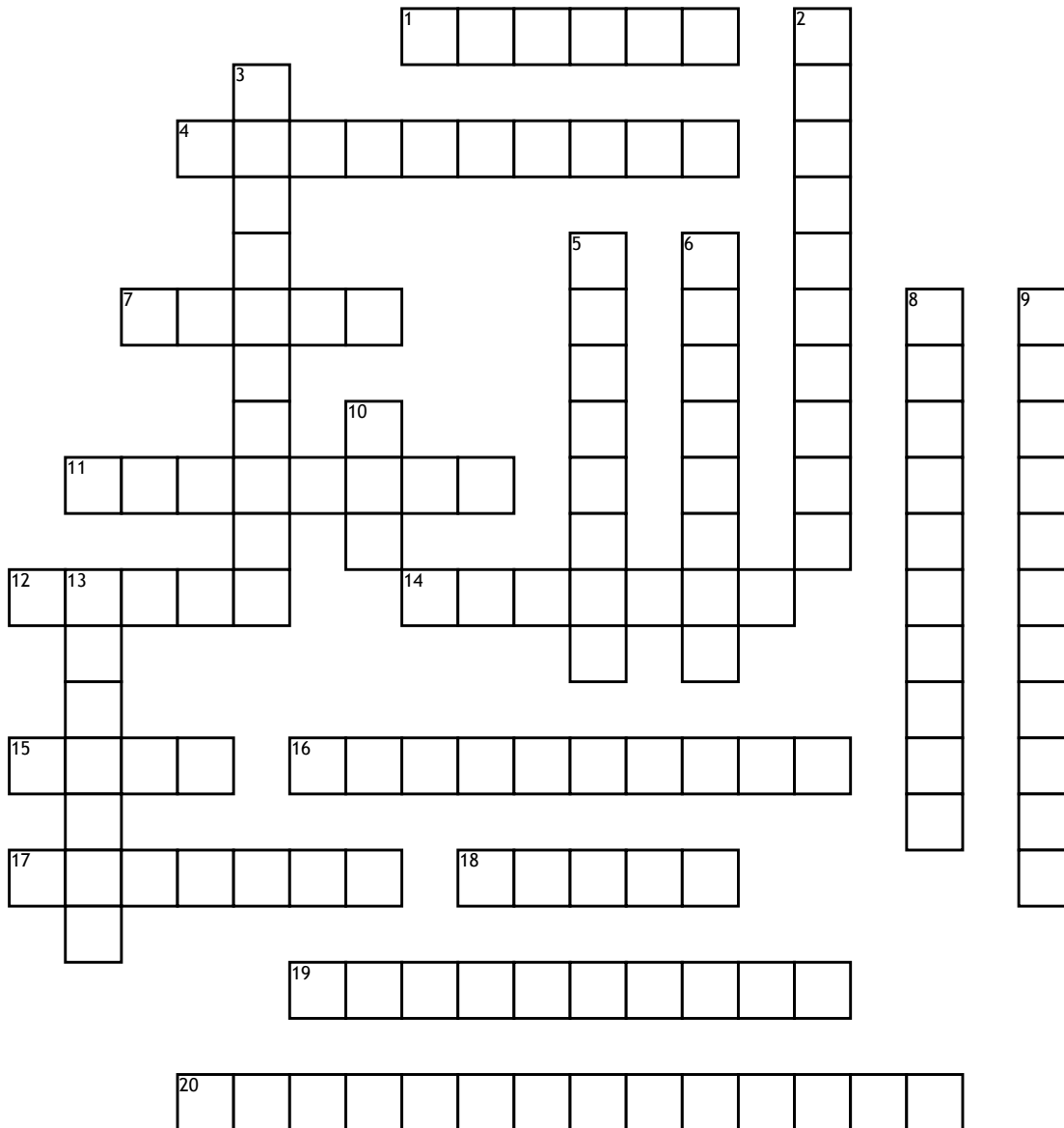


Keyboarding



Across

1. What is an alternate to the QWERTY Keyboard?
4. The ? key is typed with this finger.
7. Which key do you press to go to the next line?
11. In keyboarding, speed and _____ are both important.
12. The ENTER key is typed with this finger.
14. Which key would you press if the number pad did not work?
15. Which shift key do you use when typing capital P?

16. To hit the backspace key, which finger do you use?
17. It is important to keep your eyes on the _____ when typing.
18. You should always use two fingers to type (True/False)
19. The E key is typed with this finger.
20. What does WPM stand for?

Down

2. The J key is typed with this finger.
3. On the number pad, which finger do you use to type 0?

5. What are the home row keys?
6. Which key do you use, besides the shift key, to capitalize letters?
8. THE ' key is typed with this finger.
9. On the number pad, which finger do you use to type 2?
10. To make an indent, you use this key.
13. At rest position, you place your fingers on the _____ keys.