

Keyboarding Progress Report

160407 Keyboarding



Student Name _____
Last First Middle

Home Teacher _____

Address _____

City, State ZIP _____

First Grading Period

DESK ARRANGEMENT / POSTURE QUIZZES

<u>Lesson</u>	<u>Grade</u>
3	_____
7	_____
12	_____
19	_____
21	_____
28	_____
32	_____
38	_____

KEYING TECHNIQUE QUIZZES

<u>Lesson</u>	<u>Grade</u>
4	_____
9	_____
14	_____
16	_____
23	_____
24	_____
26	_____
33	_____
40	_____

WRITTEN QUIZZES

<u>Lesson</u>	<u>Quiz</u>	<u>Grade</u>
15	1	_____
20	2	_____
36	3	_____
	Quiz Avg.	_____

TIMED WRITINGS

<u>Lesson</u>	<u>NWAM</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TESTS

<u>Lesson</u>	<u>Test</u>	<u>Grade</u>
25	1	_____
43	2	_____
	Quiz Avg. 1/3	_____
	Timed Writing Avg. 1/3	_____
	Test Avg. 1/3	_____
	Final Avg.	_____

Second Grading Period

DESK ARRANGEMENT / POSTURE QUIZZES

<u>Lesson</u>	<u>Grade</u>
50	_____
60	_____
66	_____
79	_____

KEYING TECHNIQUE QUIZZES

<u>Lesson</u>	<u>Grade</u>
49	_____
55	_____
68	_____
77	_____

WRITTEN QUIZZES

<u>Lesson</u>	<u>Quiz</u>	<u>Grade</u>
61	4	_____
71	Exercise 46.2	_____
72	5	_____
74	6	_____
82	7	_____
Quiz Avg.		_____

TIMED WRITINGS

<u>Lesson</u>	<u>NWAM</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TESTS

<u>Lesson</u>	<u>Test</u>	<u>Grade</u>
63	3	_____
85	4	_____
Quiz Avg. 1/3		_____
Timed Writing Avg. 1/3		_____
Test Avg. 1/3		_____
Final Avg.		_____

Third Grading Period

DESK ARRANGEMENT / POSTURE QUIZZES

<u>Lesson</u>	<u>Grade</u>
103	_____
107	_____
118	_____

KEYING TECHNIQUE QUIZZES

<u>Lesson</u>	<u>Grade</u>
87	_____
94	_____
111	_____
122	_____

WRITTEN QUIZZES

<u>Lesson</u>	<u>Quiz</u>	<u>Grade</u>
90	8	_____
91	Exercise 59.2	_____
97	9	_____
104	10	_____
114	11	_____
116	Exercise 73.2	_____
126	12	_____
Quiz Avg.		_____

TIMED WRITINGS

<u>Lesson</u>	<u>NWAM</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TESTS

<u>Lesson</u>	<u>Test</u>	<u>Grade</u>
109	5	_____
126	6	_____
Quiz Avg. 1/3		_____
Timed Writing Avg. 1/3		_____
Test Avg. 1/3		_____
Final Avg.		_____

Fourth Grading Period

DESK ARRANGEMENT / POSTURE QUIZZES

<u>Lesson</u>	<u>Grade</u>
133	_____
137	_____
145	_____
155	_____
162	_____

KEYING TECHNIQUE QUIZZES

<u>Lesson</u>	<u>Grade</u>
132	_____
149	_____
157	_____
165	_____

WRITTEN QUIZZES

<u>Lesson</u>	<u>Quiz</u>	<u>Grade</u>
135	13	_____
142	Exercise 90.2	_____
148	14	_____
158	p. 175, Document 1	_____
158	p. 175-177, Document 2	_____
158	p. 178, Document 5	_____
158	p. 178, Document 6 (Address 1)	_____
158	p. 180, Document 11	_____
160	15	_____
	Quiz Avg.	_____

TIMED WRITINGS

<u>Lesson</u>	<u>NWAM</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TESTS

<u>Lesson</u>	<u>Test</u>	<u>Grade</u>
153	7	_____
170	8	_____
	Quiz Avg. 1/3	_____
	Timed Writing Avg. 1/3	_____
	Test Avg. 1/3	_____
	Final Avg.	_____
