Chosen reference / home keys

Chosen top-down anchor-key band; draw your own hand-placement diagram for Task 4.

Left hand Right hand

A	S	D	F	J	K	L	;

Date	Drill line	Seconds	Correct	Errors	Note

Record only the observed counts. The printed anchor band is not an anatomical or speed standard. Original drill limits and the exact reach-key sequence remain in the questions.

Home-Row and Reach-Key Typing Drills: Planning a Printable Practice Sheet

Original worked example / unchanged complete key

Prompt: A learner practices the line “asdf jkl;” for 30 seconds and types 24 correct characters with 2 errors. What should be recorded, and what is a reasonable next step?

Answer: Record the date, the drill line “asdf jkl;”, the interval 30 seconds, 24 correct characters, 2 errors, and a note such as “paused before semicolon.” Check: 24 correct + 2 errors = 26 characters typed; the line “asdf jkl;” has 9 characters, so this is consistent with about three passes in 30 seconds. A reasonable next step is to repeat the same line slowly without timing until errors are zero, then try the timed interval again. Do not convert this into a speed score or claim a benchmark.