

Name: «First_Name» «Last_Name»

Period #:«Period»

Touch Typing Test
Grading Rubric

The correct Touch Typing form is beneficial to the student being able to increase their typing speed, accuracy and possibly to prevent future health issues with their back, wrists, and hands. The first half of Computer Foundation class is focused on the student understanding of the purpose of Touch Typing and be able properly demonstrate the Touch Typing method. The following categories below give a description of how each student will be evaluated.

Description	Possible Points	Skill		Your Points								
Correct Seating: Max 30pts												
Upper body was position straight up in their sit.	10pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Feet were flat on the floor.	10pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Body was center with the "B" of the typewriter keys.	10pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Home Key Position: Max 40pts												
Fingers were curved over the Home Keys (A,S,D,F/J,K,L,;)	20pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Wrists were in a neutral position; not bent up or down.	10pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Elbow were at your sides bent at a 90* degree or more angle.	10pts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>								
Visual Contact: Max 20pts												
Eyes stayed on the primarily on the Monitor with an occasional glance at the Keyboard.			<input type="checkbox"/>	<input type="text"/>								
Eyes toggle between the Keyboard Keys and the Monitor.			<input type="checkbox"/>									
Eyes stayed searching the Keyboard Keys with an occasional glance at the Monitor.			<input type="checkbox"/>									
WPM: Max 10pts												
1	2	3	4	5	6	7	8	9	10	+	<input type="text"/>	<input type="text"/>

Final Grade

Additional Comments:
