



SCOPE & SEQUENCE

The Scope & Sequence of Typing.com is meant to serve as a guide for educators to know which curriculum units have the most relevant content for their classrooms based on developmental appropriateness and national standards, such as the Common Core State Standards and the ISTE Standards for Students. However, our philosophy at Typing.com is that our curriculum shouldn't be strictly prescriptive, so we welcome educators to structure the lessons they use for their classes based on their specific goals and the progress of their students. We also allow teachers to create their own custom lessons to increase personalization and promote cross-curricular learning.

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Kindergarten

The kindergarten curriculum is designed to introduce students to all letter and basic punctuation keys through grade-specific cross-curricular practice. Students will begin by establishing foundational pre-keyboarding skills including clicking and dragging practice and will progress to learn proper finger placement and how to type words. While building essential typing skills, students will meet ISTE's Empowered Learner standard and Common Core ELA standards in:

- Reading: Foundational Skills
- Writing

Pre-keyboarding

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify the parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys 1

Students will build the foundation for correct typing technique by learning to type keys with their middle fingers, index fingers, and thumbs.

Students will:

- Recognize correct finger placement
- Type 12 keys
- Type short letter combinations
- Use the space bar

Learn the Keys 2

Students will expand on skills developed in the previous unit by learning the remaining letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type all letter keys
- Type beginning punctuation keys
- Type letter and punctuation combinations
- Use the enter key

Word Practice

In this unit, students will apply their typing skills in rhyming, sight word, and grade-based vocabulary lessons featuring cross-curricular science, music, and social studies content.

Students will:

- Type high-frequency words
- Develop rhyming skills
- Acquire cross-curricular vocabulary

1st Grade

The 1st-grade curriculum is designed to introduce students to all letter and basic punctuation keys through grade-specific cross-curricular practice. Students will begin by establishing foundational pre-keyboarding skills including clicking and dragging practice and will progress to learn proper finger placement and how to type words and short sentences. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Foundational Skills
- Writing
- Language

Pre-keyboarding

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify the parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning all letter keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter keys
- Type words and simple sentences
- Use the space bar and enter key

Punctuation & Numbers

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all basic punctuation keys
- Type all numbers
- Contextually practice punctuation keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, and social studies content while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular vocabulary
- Develop rhyming skills
- Recognize and type high-frequency words

Digital Citizenship & Communication

In this final unit, students will use their new typing skills while learning some of the basics of digital citizenship. Topics such as respectful commenting and password privacy are featured.

Students will be able to:

- Practice kind and appropriate online comments
- Identify and practice strong passwords

2nd Grade

The 2nd-grade curriculum is designed to support students' emergent keyboarding skills while integrating grade-specific cross-curricular practice. Students will move from establishing foundational pre-keyboarding and keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Foundational Skills
- Writing
- Language

Pre-keyboarding

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the space bar and enter key

Punctuation & Numbers

Students will gain an understanding of capitalization, punctuation, and number keys through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all basic punctuation keys
- Type all numbers
- Contextually practice punctuation keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, and science lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular vocabulary
- Develop rhyming skills
- Recognize and type high-frequency words
- Identify different types of nouns

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Student choice and scenario-based activities are integrated into typing lessons on digital citizenship and online safety.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Practice typing kind and appropriate online comments
- Identify the components of a secure password

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and science.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

3rd Grade

The 3rd-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational pre-keyboarding and keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Foundational Skills
- Writing
- Language

Pre-keyboarding

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the space bar and enter key

Punctuation & Numbers

Students will gain an understanding of capitalization, punctuation, and number keys through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and number keys

Cross-Curricular Typing

Students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, and social studies lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify synonyms
- Identify different types of nouns

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Student choice and scenario-based activities are integrated into typing lessons on digital citizenship and online safety.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Identify the components of a secure password
- Practice typing internet search keywords

AI Literacy

In this unit, students will learn about AI and how to use it safely. They will practice responsible AI use through interactive and scenario-based lessons.

Students will:

- Understand what Artificial Intelligence is and how can be used in the world
- Identify AI bias and privacy issues

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and science.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions

Computer Applications

In this unit, students will delve into the practical world of computer applications. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify and collect data
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

4th Grade

The 4th-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational pre-keyboarding and keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Reading: Foundational Skills
- Writing
- Language

Tech Readiness

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, and social studies lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify synonyms
- Identify central ideas and supporting details in informational text
- Acquire vocabulary related to literature
- Identify and use pronouns correctly in sentences

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Student choice and scenario-based activities are integrated into typing lessons on digital citizenship and online safety.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Identify the components of a secure password
- Practice typing internet search keywords

AI Literacy

In this unit, students will learn about AI and how to use it safely. They will practice responsible AI use through interactive and scenario-based lessons.

Students will:

- Understand what Artificial Intelligence is and how it can be used in the world
- Identify AI bias and privacy issues

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and choose their way through a type-your-own-adventure story.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions
- Type a response that is 1 page in length
- Make choices to create their own unique story

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify and collect data
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files
- Evaluate applications

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

5th Grade

The 5th-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational pre-keyboarding and keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Reading: Foundational Skills
- Writing
- Language

Pre-keyboarding

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, and math standards while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify synonyms
- Identify central ideas and supporting details in informational text
- Acquire vocabulary related to literature
- Identify and use pronouns correctly in sentences

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Students will practice email formatting by messaging with historical figures and learn to make appropriate online choices in scenario-based activities.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Identify the components of a secure password
- Type correctly formatted emails

AI Literacy

In this unit, students will learn about AI and how to use it safely. They will practice responsible AI use through interactive and scenario-based lessons.

Students will:

- Understand what Artificial Intelligence is and how it can be used in the world
- Identify AI bias and privacy issues

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and choose their way through a type-your-own-adventure story.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions
- Type a response that is 2 pages in length
- Make choices to create their own unique story

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify and collect data
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files
- Evaluate applications

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

6th Grade

The 6th-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Reading: Foundational Skills
- Writing
- Language
- History/Social Studies

Tech Readiness

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, social studies, and math lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify central ideas and supporting details in informational text
- Recognize a variety of literary genres
- Identify and use pronouns and transition words correctly in sentences
- Apply context clues to decode unknown words

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Students will practice email formatting by messaging with historical figures and learn to make appropriate online choices in scenario-based activities.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Practice typing internet search keywords
- Type correctly formatted emails

AI Literacy

In this unit, students will learn about AI and how to leverage it responsibly and safely. Students will learn essential AI vocabulary, analyze the pros and cons of AI usage, and think critically about AI validity.

Students will:

- Learn key AI vocabulary terms
- Understand the benefits and pitfalls of using AI
- Assess whether or not AI information is accurate

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and choose their way through a type-your-own-adventure story.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions
- Type a response that is 3 pages in length
- Make choices to create their own unique story

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

7th Grade

The 7th-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies

Tech Readiness

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, social studies and math lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify central ideas and supporting details in informational text
- Recognize a variety of literary genres
- Identify and use pronouns and transition words correctly in sentences
- Apply context clues to decode unknown words

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Students will practice email formatting by messaging with historical figures and learn to make appropriate online choices in scenario-based activities.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Practice typing internet search keywords
- Type correctly formatted emails

AI Literacy

In this unit, students will learn about AI and how to leverage it responsibly and safely. Students will learn essential AI vocabulary, analyze the pros and cons of AI usage, and think critically about AI validity.

Students will:

- Learn key AI vocabulary terms
- Understand the benefits and pitfalls of using AI
- Assess whether or not AI information is accurate

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and choose their way through a type-your-own-adventure story.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and questions
- Type a response that is 3 pages in length
- Make choices to create their own unique story

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

8th Grade

The 8th-grade curriculum is designed to develop students' accuracy and speed while integrating grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies

Tech Readiness

Students will begin their typing journey by learning about computers through click-and-drag lessons. They will identify parts of a computer while developing essential mouse and trackpad skills.

Students will:

- Identify parts of a computer
- Determine what makes a computer run
- Click and drag using a mouse and/or trackpad

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, vocabulary, science, social studies, and math lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Identify central ideas and supporting details in informational text
- Recognize a variety of literary genres
- Identify and use pronouns and transition words correctly in sentences
- Apply context clues to decode unknown words

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Students will practice email formatting by messaging with historical figures and learn to make appropriate online choices in scenario-based activities.

Students will:

- Practice digital citizenship skills in real-life scenario-based activities
- Practice typing internet search keywords
- Type correctly formatted emails

AI Literacy

In this unit, students will learn about AI and how to leverage it responsibly and safely. Students will learn essential AI vocabulary, analyze the pros and cons of AI usage, and think critically about AI validity.

Students will:

- Learn key AI vocabulary terms
- Understand the benefits and pitfalls of using AI
- Assess whether or not AI information is accurate

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will improve both their typing speed and accuracy while responding to cross-curricular prompts related to persuasive writing and choose their way through a type-your-own-adventure story.

Students will:

- Use knowledge of all keys to type their own content
- Respond to cross-curricular prompts and question
- Type a response that is 3 pages in length
- Make choices to create their own unique story

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Test Prep

In this unit, students will develop essential test-taking skills while improving their typing speed and accuracy. They will begin by building their test-taking vocabulary and reading comprehension. Then, they will practice typing their own content with fill-in-the-blank stories. Finally, students will respond to essay-style prompts, demonstrating their improved skills.

Students will:

- Develop reading comprehension skills
- Type a variety of cross-curricular vocabulary words
- Practice parts of speech
- Respond to cross-curricular prompts and questions

9th Grade

The 9th-grade curriculum is designed to guide students in confidently and efficiently navigating a keyboard. Students will develop their accuracy and speed through grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding techniques to practicing real-life skills and creating their own content. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies
- Science & Technical Subjects

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, science, history, and math lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Acquire essential test-prep vocabulary
- Identify types of informational texts
- Type a properly formatted script
- Cite information in MLA format

Digital Citizenship & Communication

In this unit, students will become enthusiastic and informed digital citizens. Students will practice email formatting by messaging with historical figures and learn to interact appropriately online in lessons on media literacy and online ethics.

Students will:

- Type correctly formatted emails
- Assess the validity of information online
- Understand and apply rules of netiquette

AI Literacy

In this unit, students will learn about AI and how to leverage it in school and the workplace. Students will explore how AI is used, how to evaluate AI bias, and how to correctly cite AI resources in their research.

Students will:

- Understand how AI is used to support both educational and professional environments
- Identify and evaluate AI bias
- Correctly cite a variety of AI resources

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will answer a variety of college- and career-readiness free-response questions and practice the basics of coding.

Students will:

- Use knowledge of all keys to type their own content
- Thoughtfully respond to college- and career-readiness prompts
- Learn essential programming skills to write HTML, CSS, and Javascript

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Coding

In this final unit, learners will develop and expand their coding knowledge. Learners will complete lessons on HTML, CSS, and JavaScript programming while applying each to real-life scenarios.

Students will be able to:

- Analyze the benefits of using iteration
- Create, troubleshoot, and debug algorithms
- Analyze how a code may be reused to develop improved programs

10th Grade

The 10th-grade curriculum is designed to guide students in confidently and efficiently navigating a keyboard. Students will develop their accuracy and speed through grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding techniques to practicing real-life skills and creating their own content. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies
- Science & Technical Subjects

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, history, science, and math lessons while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Acquire essential test-prep vocabulary
- Identify types of informational texts
- Type a properly formatted script
- Cite information in MLA format

Digital Citizenship & Communication

In this unit, students will become prepared for their future in the digital world. Students will choose resumes to format and learn the importance of media literacy and netiquette.

Students will:

- Assess the validity of information online
- Understand and apply rules of netiquette
- Identify the key sections in a resume
- Type a correctly formatted resume

AI Literacy

In this unit, students will learn about AI and how to leverage it in school and the workplace. Students will explore how AI is used, how to evaluate AI bias, and how to correctly cite AI resources in their research.

Students will:

- Understand how AI is used to support both educational and professional environments
- Identify and evaluate AI bias
- Correctly cite a variety of AI resources

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will answer a variety of college- and career-readiness free-response questions and practice the basics of coding.

Students will:

- Use knowledge of all keys to type their own content
- Thoughtfully respond to college- and career-readiness prompts
- Learn essential programming skills to write HTML, CSS, and Javascript

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Coding

In this final unit, learners will develop and expand their coding knowledge. Learners will complete lessons on HTML, CSS, and JavaScript programming while applying each to real-life scenarios.

Students will be able to:

- Analyze the benefits of using iteration
- Create, troubleshoot, and debug algorithms
- Analyze how a code may be reused to develop improved programs

11th Grade

The 11th-grade curriculum is designed to guide students in confidently and efficiently navigating a keyboard. Students will develop their accuracy and speed through grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding techniques to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE’s Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies
- Science & Technical Subjects

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, history, science, and math standards while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Acquire essential test-prep vocabulary
- Identify types of informational texts
- Type a properly formatted script
- Cite information in MLA format

Digital Citizenship & Communication

In this unit, students will become prepared for their future in the digital world. Students will choose resumes to format and learn the importance of media literacy and netiquette.

Students will:

- Assess the validity of information online
- Understand and apply rules of netiquette
- Identify the key sections in a resume
- Type a correctly formatted resume

AI Literacy

In this unit, students will learn about AI and how to leverage it in school and the workplace. Students will explore how AI is used, how to evaluate AI bias, and how to correctly cite AI resources in their research.

Students will:

- Understand how AI is used to support both educational and professional environments
- Identify and evaluate AI bias
- Correctly cite a variety of AI resources

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will answer a variety of college- and career-readiness free-response questions and practice the basics of coding.

Students will:

- Use knowledge of all keys to type their own content
- Thoughtfully respond to college- and career-readiness prompts
- Learn essential programming skills to write HTML, CSS, and Javascript

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Coding

In this final unit, learners will develop and expand their coding knowledge. Learners will complete lessons on HTML, CSS, and JavaScript programming while applying each to real-life scenarios.

Students will be able to:

- Analyze the benefits of using iteration
- Create, troubleshoot, and debug algorithms
- Analyze how a code may be reused to develop improved programs

12th Grade

The 12th-grade curriculum is designed to guide students in confidently and efficiently navigating a keyboard. Students will develop their accuracy and speed through grade-specific cross-curricular practice. Students will move from establishing foundational keyboarding skills to ultimately creating their own content in the creative writing unit. While building essential typing skills, students will meet ISTE's Empowered Learner and Digital Citizenship standards and Common Core ELA standards in:

- Reading: Literature
- Reading: Informational Text
- Writing
- Language
- History/Social Studies
- Science & Technical Subjects

Learn the Keys

Students will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Students will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Students will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Students will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Cross-Curricular Typing

In this unit, students will apply their typing skills to cross-curricular activities featuring reading, history, science, and math standards while working to increase their typing speed and accuracy.

Students will:

- Type cross-curricular paragraphs
- Acquire essential test-prep vocabulary
- Identify types of informational texts
- Type a properly formatted script
- Cite information in MLA format

Digital Citizenship & Communication

In this unit, students will become prepared for their future in the digital world. Students will choose resumes to format and learn the importance of media literacy and netiquette.

Students will:

- Assess the validity of information online
- Understand and apply rules of netiquette
- Identify the key sections in a resume
- Type a correctly formatted resume

AI Literacy

In this unit, students will learn about AI and how to leverage it in school and the workplace. Students will explore how AI is used, how to evaluate AI bias, and how to correctly cite AI resources in their research.

Students will:

- Understand how AI is used to support both educational and professional environments
- Identify and evaluate AI bias
- Correctly cite a variety of AI resources

Creative Writing

In this unit, students will apply their typing skills to create their own unique content. Learners will answer a variety of college- and career-readiness free-response questions and practice the basics of coding.

Students will:

- Use knowledge of all keys to type their own content
- Thoughtfully respond to college- and career-readiness prompts
- Learn essential programming skills to write HTML, CSS, and Javascript

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Coding

In this final unit, learners will develop and expand their coding knowledge. Learners will complete lessons on HTML, CSS, and JavaScript programming while applying each to real-life scenarios.

Students will be able to:

- Analyze the benefits of using iteration
- Create, troubleshoot, and debug algorithms
- Analyze how a code may be reused to develop improved programs

Adult Learners

The adult learner curriculum is designed to guide users in confidently and efficiently navigating a keyboard. Learners will develop their accuracy and speed through career readiness and digital communication practice. Users will move from establishing foundational keyboarding skills to ultimately creating their own content in the creative writing unit.

Learn the Keys

Users will build the foundation for correct typing technique by learning letter and basic punctuation keys, utilizing all ten fingers. Adaptive, personalized lessons will provide extra practice with challenging keys.

Users will:

- Type using correct finger placement
- Type all letter and basic punctuation keys
- Type words and sentences
- Use the enter key

Punctuation & Advanced Keys

Users will gain an understanding of capitalization, punctuation, number keys, and advanced symbols through contextualized practice and skill-building.

Users will:

- Use the shift key to capitalize and access additional symbols
- Type all punctuation keys
- Type all numbers
- Contextually practice punctuation and advanced keys

Career Prep

In this unit, users will apply their typing skills to career-prep lessons featuring data entry, career-readiness vocabulary, and paragraph practice while working to increase their typing speed and accuracy.

Users will:

- Type paragraphs utilizing correct finger placement
- Practice alphanumeric and alpha data entry
- Identify different types of informational texts
- Type a properly formatted script

Computer Applications

In this unit, students will delve into the practical world of computer applications and file management. They will learn how to create, save, and edit Word documents, gaining proficiency in handling text and formatting. Students will also explore the fundamentals of spreadsheets, including learning to create, save, edit, and collect data effectively. Finally, students will learn to create and save a digital presentation.

Students will:

- Identify, collect, and sort data
- Insert images into documents
- Use a variety of digital productivity tools
- Perform software application functions
- Use keyboarding shortcuts
- Effectively manage files

Digital Communication

In this unit, learners will become prepared for their future in the digital world. Users will choose resumes to format and learn the importance of media literacy and netiquette.

Users will:

- Assess the validity of information online
- Understand and apply rules of netiquette
- Identify the key sections in a resume
- Understand the basics of time management

Creative Writing

In this unit, learners will apply their typing skills to create their own unique content. Users will answer a variety of career-readiness free-response questions and practice the basics of coding.

Users will:

- Use knowledge of all keys to type their own content
- Thoughtfully respond to college- and career-readiness prompts
- Learn essential programming skills to write HTML, CSS, and Javascript

Coding

In this final unit, learners will develop and expand their coding knowledge. Learners will complete lessons on HTML, CSS, and JavaScript programming while applying each to real-life scenarios.

Students will be able to:

- Analyze the benefits of using iteration
- Create, troubleshoot, and debug algorithms
- Analyze how a code may be reused to develop improved programs

