

Sicomac School
356 Sicomac Ave.
Wyckoff, NJ 07481
November 3, 2017

Dear Parents/Guardians,

Keyboarding is a necessary skill for today's 21st century learners, especially for those who are fortunate enough to have devices such as Chromebooks in their classrooms. Proper keyboarding technique is essential in order to quickly and accurately communicate thoughts and ideas, research new information, and complete assignments. As such, your child has received instruction on using the home row keys and has been assigned a number of keyboarding lessons to practice and hone their skills. The website we will be using (TypingPal.com) can be accessed at home as well as in school by following the directions below.

1. Start your web browser (Google Chrome is recommended) and go to:

<http://wyckoffsd.typingpal.com>

2. Log in with the following credentials:
Username = firstlast (e.g., johnsmith)
Password = SES_ _ _ _ _ _ or wps_ _ _ _ _ _ (your student's Google account password)
3. Click on the red/orange tab labeled "Learn"
4. Click on the last apple to continue with the most recent lesson

Your child will periodically be given time to practice keyboarding in school and will also be assigned keyboarding lessons as homework. Keyboarding homework will consist of no more than 10 minutes a day, two days a week. Instead of assigning specific days to complete lessons, teachers will encourage students to pick two days during the week that work best for them. Twice-a-week (if not daily) practice is necessary to truly master the skill of touch-typing.

I encourage you to reinforce these keyboarding lessons by making sure your child always uses the home row keys on the computer at home -- not just when doing their exercises. This could include typing a homework assignment or project, playing a web-based game, or emailing or chatting with a friend. If you are not sure what the home row hand position looks like, ask your child for a demonstration!

If you have any questions or if your child has any problems logging in to TypingPal, please do not hesitate to contact me at jopremcak@wyckoffschools.org.

Thank you,
Jason Opremcak