

# Keyboarding Techniques - Student Self Evaluation

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Keyboarding Techniques				
	Always	Often	Sometimes	Never
My feet are on the floor, or close to it.				
My back is straight.				
My wrists are straight and they are not resting on the table.				
I am using correct fingering, returning my fingers to the Home Row.				
My eyes are on my work, not on my fingers.				

Remember, it is important to focus on technique, not speed. Developing good techniques will help you build speed.