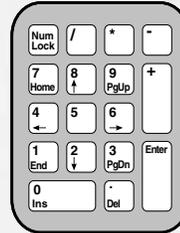


Keyboarding Project 15

15a Numeric Keypad Review

Use the calculator accessory to complete the addition drills shown at the right. The answers are shown in blue.



Drill 1 - 4/5/6

A	B	C	D	E
44	45	546	446	555
55	56	465	454	546
66	64	654	465	564
165	165	1,665	1,365	1,665

Drill 2 - 7/8/9

A	B	C	D	E
779	879	997	798	779
878	789	898	879	899
797	978	979	987	878
2,454	2,646	2,874	2,664	2,556

Drill 3 - 1/2/3

A	B	C	D	E
123	113	322	212	112
132	323	132	331	223
312	231	113	213	313
567	667	567	756	648

15b Build Skill

Key each line twice. Double-space between 2-line groups.

Alphabet sentences

- 1 Jack Betz will give us the equipment for six days.
- 2 Jack Vance helped Maryann with six bags of quartz.
- 3 Levi Lentz packed my bag with six quarts of juice.
- 4 Kevin can fix the unique jade owl as my big prize.

Speed sentences

- 5 A box with the forms is on the mantle by the bowl.
- 6 The small ornament on their door is an ivory duck.
- 7 The sorority may do the work for the city auditor.
- 8 She owns the big dock, but they own the lake land.

