

Keyboarding Project 10

10a Build Skill

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

Technique Tip



Reach out with the little finger and tap the ENTER key quickly. Return your finger to the home key.

- A Abe ate banana bread at Anna's Cafe at 18 Parkway.
- B Bob Abbott bobbed the baseball hit by Barb Banks.
- C Cecelia can check the capacities for each cubicle.
- D Dan added additional games and divided the squads.
- E Emery recently developed three new feet exercises.
- F Jeff Florez offered the fifty officials free food.
- G Gregg gingerly gave the giggling girl a gold ring.
- H Herb had shared half the hay with their neighbors.
- I I will live in Illinois after leaving Mississippi.
- J Jay, Jet, and Joy enjoyed the jet ride to Jamaica.
- K Kay Kern took the kayak to Kentucky for Kent Kick.
- L Will lives in Idaho; Lance Bell lives in Illinois.
- M Mary Mead assumed the maximum and minimum amounts.

gwam 30" | 2 | 4 | 6 | 8 | 10 | 12 | 14 | 16 | 18 | 20 |

10b Technique: ENTER

Key two 30" timed
writings on each line.

- 1 Jan left to go home.
- 2 They won their last game.
- 3 Kay's test score was terrible.
- 4 The next game may not be cancelled.
- 5 The hurricane struck Florida on Tuesday.
- 6 The teacher said Jane could make up the exam.
- 7 She may be able to catch a later flight on Friday.

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