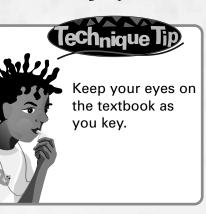
Keyboarding Project 8

Review ?, CAPS LOCK, TAB, BACK-SPACE

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





1 ;:? ;:? Who? What? When? Where? Why? How? 2 Are you going? What day is it? Where is the dog? 3 The CAPS LOCK is located to the LEFT of the A key. caps lock 4 I belonged to FBLA before joining PHI BETA LAMBDA. Rick 5 TAB→ TAB→ Lexi TAB→ Barb TAB→ Rico **ENTER** tab Jake $\mathsf{TAB} \! \to \!$ Sally TAB→ Ben $\mathsf{TAB} \!\!\to\!\!$ Maria 6 TAB→ **ENTER** 7~abbackspacebcbackspacecdbackspacedebackspaceefbackspacefgbackspace backspace $8 \, gh$ backspacehibackspaceijbackspacejkbackspaceklbackspacelmbackspace

8b Technique: Shift Keys

Key each line twice single-spaced; doublespace between 2-line groups.

- 1 aA bB cC dD eE fF gG hH iI jJ kK lL mM nN oO pP qQ 2 Rr Ss Tt Uu Vv Ww Xx Yy Zz AbC DeF GhI JkL MnO PqR
- 3 Monday, Tuesday, Wednesday, Thursday, and Saturday
- ⁴ October, November, December, January, and February
- 5 James R. Draxler; Amy C. Weaver; Kent G. Abernathy
- 6 The mayors of San Francisco and Los Angeles spoke.
- 7 The Yankees play the Mets on Tuesday or Wednesday.
- 8 Hank and Sally saw Mount Rushmore in South Dakota.
- 9 San Jacinto and San Luis Obispo are in California.

