Name:

# **Typing Activity**

Below is a box with 12 of your spelling words in it. Use a computer word processor to type 12 sentences. Each sentence should have a spelling word in it.

#### **Word Box**

Preview



Please log in to download the printable version of this worksheet.

- Each sentence should have at least six words in it.
- Number the sentences 1 through 12.
- Underline the spelling word in each sentence.

#### Step 2: Proofread your work.

- Check to be sure all words are spelled correctly.
- Be sure each sentence makes sense, begins with a capital letter, and ends with a punctuation mark.
- Check to make sure you underlined each spelling word.
- Be sure each sentence has six or more words in it.
- Check to make sure you numbered your sentences and typed your name at the top of the page.

### Step 3: Adjust the font and size.

- Choose a basic font that is easy to read, such as Arial or Verdana.
- Your font size should be between 12 and 16 point.
- Step 4: Save or print your file, as per your teacher's instructions.

## **Teacher Notes**

- For this activity, you can use any word processor, such as Microsoft Word, OpenOffice, or GoogleDocs.
- We suggest you disable automatic numbering. It can be confusing for students, especially if they are leaving blank lines between sentences with the enter key.



### Score

Student wrote 12 complete sentences. Each sentence makes sense and has 6 or more words in it.
All words in the sentences are spelled correctly.
Student has correctly used spaces, capital letters, and punctuation.
Sentences are numbered, and spelling words are underlined. Student has chosen a font size and style that is easy to read.
Student has successfully saved or printed the file, as per the teacher's instructions.
total score