



TYPING COURSE OUTLINE

Module 1: Introduction to Typing

- **Lesson 1.1: Why Typing Matters**
 - Benefits of improving typing skills
 - Overview of Typing Master Pro software and how it helps
- **Lesson 1.2: Getting Started with Typing Master Pro**
 - Setting up your typing profile
 - Exploring the Typing Master Pro interface

Module 2: Basic Typing Practice

- **Lesson 2.1: Practicing Words**
 - Typing common words and short phrases
 - Focus on comfort and familiarity with the keyboard
- **Lesson 2.2: Typing Simple Sentences**
 - Practice typing easy sentences to build muscle memory
 - Focus on consistency in speed and accuracy

Module 3: Building Speed and Accuracy

- **Lesson 3.1: Speed and Accuracy Drills**
 - Using Typing Master Pro's exercises to improve both speed and accuracy
 - Track progress with timed tests
- **Lesson 3.2: Typing Common Texts**

- Practice with simple paragraphs or everyday content
- Focus on typing fluently and without looking at the keyboard

Module 4: Final Typing Assessment

- **Lesson 4.1: Final Typing Test**

- Take a timed typing test to measure speed and accuracy improvements
- Compare results to initial scores to track progress

- **Lesson 4.2: Next Steps**

- Tips for continued practice and improvement
- Resources for further development

Course Outcome:

By the end of this course, you will:

- Be able to type basic words, sentences, and paragraphs with improved speed and accuracy.
- Be more confident typing without looking at the keyboard.
- Have a foundation for further enhancing typing skills through continued practice.