

Dear Parents and rising 6th Grade students,

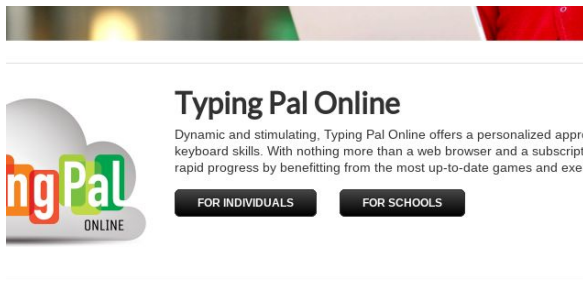
The ability to touch type is an important skill in the middle school. Due to time constraints, we are unable to spend class time mastering the keyboard. Therefore, it is important for the students to learn this on their own. Friends Academy subscribes to an online typing program, Typing Pal, that students can access from any home computer. It is our goal for students to learn the keyboard and become as proficient as possible before the start of school (**20 wpm with 80% accuracy**). Directions to log on to the web site are below. I also have access to their progress. Ideally, covering the keyboard with stickers, or making a keyboard cover out of cardboard, helps students refrain from looking at the keys. Should you experience technical difficulties logging on, please email me at [clare\\_nesfield@fa.org](mailto:clare_nesfield@fa.org), Ken Ambach at [ken\\_ambach@fa.org](mailto:ken_ambach@fa.org), or Rob Grella at [rob\\_grella@fa.org](mailto:rob_grella@fa.org)

**Touch Typing.** Touch typing improves typing speed and accuracy. A touch typist never looks at the keyboard. The fingers hit the right keys by force of habit. The typist is entirely focused on the text being typed, reading the words and phrases as the fingers type the text reflexively.

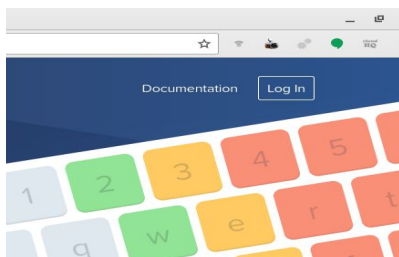
Directions:

Using Google Chrome, go to <http://typingpal.com>

Click on **For Schools**

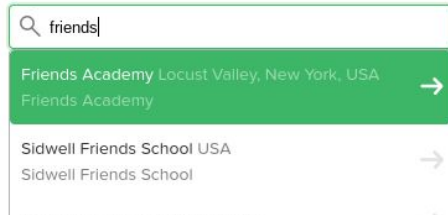


Click on the **Log In** button (top right)



It will ask for the school, type: Friends Academy

Search for another login page

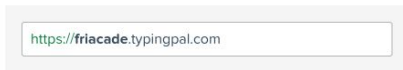


The next screen will give you the opportunity to add the address to your favorites using CTRL + D (The URL is <http://friacade.typingpal.com> -- friacade is derived from the first three letters of **friends**, and the first 5 letters of **academy**, hence **friacade** )



Log in  
Friends Academy

This custom URL gives you direct access to your school's login page:



Press **CTRL** + **D** to add it to your favourites.

Done!

\*\*\* Student **usernames** are the first five letters of their last name + the first two letters of their first name (eg: Clare Nesfield's username would be nesficl)

\*\*\* Since we are using usernames, do NOT log in with Google



Log in  
Friends Academy

Log in with a Typing Pal account

hesficl

\*\*\*\*\*

Log in

Remember me

Or log in with another account

 Log in with Google

 Log in with Office 365

\*\*\* All student **passwords** will be set to: **friends18**

\*\*\* Students can change the password once they log in. Click on username on top right, then click on **settings**