

Keyboarding: A much needed skill

21st Century English Language teachers are expected to be equipped with a wide range of teaching skills/ techniques & also possess well-informed ideas on creating a positive and encouraging learning environment for all. Teaching-learning skills should be 'one of the core objectives of every lesson. This presentation will introduce top skills desired at the workplace. The focus will be on how learners can develop these sought-after skills for better productivity.

Teachers need to work on exam papers and do research; typing skills are a 'must. In this workshop, I will be sharing practical ideas on "Typing by Touch Or 'Keyboarding. The activities demonstrated in this session are specifically for motivating teachers; learning "Keyboarding can give them confidence, reduce their stress/fatigue & also reliance on others to type out their work.



Mrs. Yasmin Qayum has a Bachelor's degree and has worked at 'Happy Home School System' in different capacities for the past 15 years. At present, she teaches English as a Second language to the students. She always looks for opportunities to share her knowledge and experiences with other teachers who are willing to learn skills and knowledge.

Day: Saturday **Date:** November 27, 2021
Time: 03:00pm to 04:00pm

Registration Link

<https://forms.gle/SZBDynKUP4b5Sh8G6>

Join Zoom Meeting

<https://us02web.zoom.us/j/3543926299?pwd=b3NtK1RUWW5relkxY0hldGVkSVNGUT09>

Meeting ID: 354 392 6299

Passcode: spelt2021

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