

Touch Typing in Lesson: The Almena Method

Touch typing is a method of typing without looking at the keyboard. It is a skill that can be learned with practice and dedication. The Almena Method is one of the most popular touch typing methods and it is a great way to learn how to type quickly and accurately.

The Benefits of Touch Typing

There are many benefits to learning how to touch type. Some of the benefits include:



Touch Typing in 1 Lesson: The Almena Method

by Nancy Revell

★★★★☆ 4.1 out of 5

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- **Increased speed:** Touch typing can help you to type faster than you could ever type with two fingers.
- **Improved accuracy:** Touch typing can help you to reduce your typing errors.

- **Less fatigue:** Touch typing can help to reduce fatigue in your hands and wrists.
- **Increased productivity:** Touch typing can help you to be more productive in your work or school.

The Almena Method

The Almena Method is a touch typing method that was developed by Almena McKellar in the early 1900s. The method is based on the idea that each finger should be responsible for typing a specific set of keys. This allows the typist to keep their hands in a relaxed position and to avoid having to look at the keyboard.

The Almena Method is a popular touch typing method because it is easy to learn and it is very effective. The method has been used by millions of people to learn how to touch type.

The Almena Method Home Row

The home row is the row of keys that your fingers rest on when you are not typing. The home row keys are: **ASDF** for the left hand and **JKL;** for the right hand.

To practice the home row, place your fingers on the home row keys and type the following sentence:

The quick brown fox jumps over the lazy dog.

Keep your eyes on the screen and try to type the sentence without looking at the keyboard. If you make a mistake, simply correct it and keep going.

The Almena Method Finger Assignments

Once you have mastered the home row, you can start to learn the finger assignments for the other keys. The finger assignments are as follows:

- **Left hand:**
 - **A:** Left pinky
 - **S:** Left ring finger
 - **D:** Left middle finger
 - **F:** Left index finger
 - **G:** Left thumb

- **Right hand:**
 - **J:** Right pinky
 - **K:** Right ring finger
 - **L:** Right middle finger
 - **;**: Right index finger
 - **'**: Right thumb

To practice the finger assignments, type the following sentences:

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

Again, keep your eyes on the screen and try to type the sentences without looking at the keyboard. If you make a mistake, simply correct it and keep going.

The Almena Method Practice Texts

Once you have mastered the finger assignments, you can start to practice typing longer texts. The Almena Method website provides a number of practice texts that you can use to improve your touch typing skills.

To practice, simply choose a text and start typing. Try to type the text as quickly and accurately as possible. If you make a mistake, simply correct it and keep going.

With practice, you will be able to touch type quickly and accurately. You will be able to enjoy the benefits of increased speed, improved accuracy, reduced fatigue, and increased productivity.

Touch typing is a valuable skill that can benefit you in many ways. The Almena Method is a great way to learn how to touch type. With practice and dedication, you will be able to master the Almena Method and enjoy the benefits of touch typing.



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