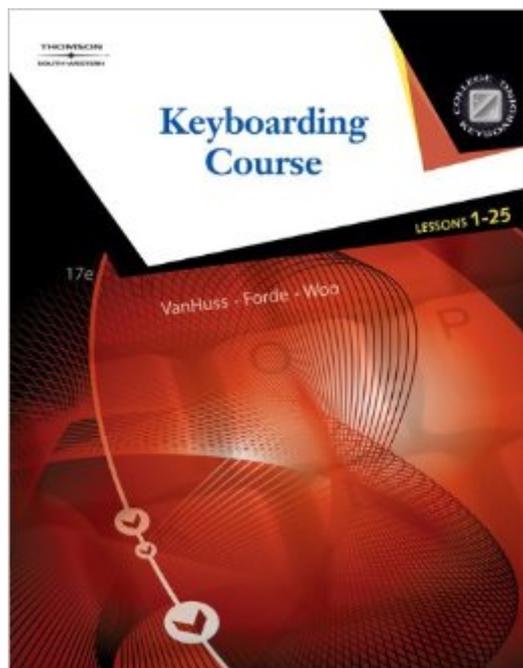


The book was found

# Keyboarding Course, Lessons 1-25 (with Keyboarding Pro 5 User Guide And Version 5.0.4 CD-ROM) (College Keyboarding)



## Synopsis

Combined with our market-leading Keyboarding Pro 5 software, this package ensures enthusiastic participation and makes students eager to master essential keyboarding skills.

## Book Information

Series: College Keyboarding

Spiral-bound: 128 pages

Publisher: South-Western Educational Pub; 17 edition (November 13, 2008)

Language: English

ISBN-10: 053873132X

ISBN-13: 978-0538731324

Product Dimensions: 10.7 x 8.2 x 0.9 inches

Shipping Weight: 1.2 pounds

Average Customer Review: 4.0 out of 5 stars [See all reviews](#) (55 customer reviews)

Best Sellers Rank: #412,988 in Books (See Top 100 in Books) #86 in [Books > Business & Money > Processes & Infrastructure > Office Automation](#) #366 in [Books > Business & Money > Skills > Business Writing](#) #5732 in [Books > Textbooks > Computer Science](#)

## Customer Reviews

I used this book and software for a keyboarding course but I didn't expect my typing to improve much. I am surprised and happy to report that the lessons were so thorough and effective that my typing speed went from ~50 words per minute to over 100 words per minute. That's a HUGE difference to me, especially since I was never a slow typer. If I can improve this much, I know it is an effective tool - goes over virtually the entire keyboard so you get practice reaching for all keys. Includes games at the end of the lessons that make it fun - particularly for kids (but even for adults!). The spiral bound lesson book is amazing - it stands up on its own so that you can sit at your computer and look over to the book while typing - and then flip pages over as needed. Highly recommended!

Definitely has helped me learn how to use keyboard beyond the hunt and peck method I had been using. My kids are delighted they no longer are asked to type documents for me!!! I use a Mac at home, however, and this course, as used by my college class, is set up for PC only. Therefore, I must do all the coursework while at the PC computer lab rather than when it is more convenient. Wish it were Mac compatible.

I was supposed to receive the c.d that goes with the book, when ordering i made sure it said it was included but when i received it, it was not.

I used this exact course in college and went from single finger pecking to 97 wpm in 3 months using this program 3 times a week. It also teaches basic word processing setup for letters and such. I purchased this program to use for my boys, which I homeschool. Hope it works just as well for them as it did for me. Can't beat that price!!

I can't really say anything positive or negative about this book. It is your standard keyboarding text, much like the one I used when I learned to type (yes on an actual typewriter!) as a sophomore in high school! It does the job.

I was very happy my book got here fast! I ordered on 06/09/14 and arrived on 06/12/14 very early in the morning... It is used but in great condition... I was a lil mad at first because i didnt see the dvd but then i found it in the back of the book! Im very happy with everything... My school was selling it for \$60 bucks and i got it for \$7.50 including shipping (i got the 30 day free prime trial).... Id definitely order from u again! Thank u and i highly recommend to everyone

This book and accompanying software is great! It's part of a college course I'm taking online and is really fantastic software. Thanks

It is A very good book for people that never learned typing before it goes step by step with the student

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