



Learn to Touch Type a Quick and Easy Way: Learn in 4 Simple Steps A Motivational Step by Step Guide (Paperback)

By R. A. Careen

AUTHORHOUSE, United States, 2012. Paperback. Condition: New. Language: English . Brand New Book ***** Print on Demand *****.Learn to Touch-Type in a Quick and Easy Way is a simple guide that uses a method that will help a person that is not familiar with touch-typing. It uses an easy and quick way to help you to learn how to touch-type and develop the skill. Simple exercises are provided to encourage you to focus on learning. Learn to Touch-Type in a Quick and Easy Way gives you an idea how much work you are creating for yourself by not learning to touch type. It explains how a person can produce better quality work in an effective way, which is not time-consuming. It highlights injuries that can occur when you do not learn to type. It outlines the risks involved when the keyboard is not used correctly, different types of RSI, symptoms, and some tips on how to prevent RSI. -Effective exercises -Typing tests -RSI risks and symptoms -Ways to prevent RSI -Advantages of touch-typing.

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