

Lesson 9 Tips

In Lesson 9, you'll learn the V, slash (/), and question mark (?) reaches.

The reach to the v is from the f key with your left pointer finger. You'll probably think the reach to the v is easy because it's a short reach with your left pointer finger. To type a capital V, use the SHIFT key on the right side of your keyboard when you strike the v key.



Find the f and v keys on the left side of your keyboard. Watch as you move your pointer finger down to the v from the f. Now move your finger back to the f key. Watch your fingers do the reach a few more times. After that, close your eyes and practice the reach 25 times or until you feel comfortable with it.

The next reach is the reach to the slash (/), also called a forward slash. The slash is a division sign when you're working with a spreadsheet program, the Windows calculator, or math programs. It's also a division sign when you use it in fractions, like this: 1/2, and with dates, like this: 5/31/2013.



The slash is on the bottom of the question mark (?) key. Because it's on the bottom half of the key, you don't use a SHIFT key to type it. The reach to the slash is from the semicolon key with your right pinky. Find the semicolon and slash keys on the right side of your keyboard, and let's practice.

Watch as you curl your right pinky finger down from the semicolon key to the slash key. Concentrate on keeping your other fingers curled on the home row keys as you move your pinky finger down to the middle of the slash. Watch as you practice this reach enough times to feel comfortable with it. When you're ready, close your eyes, and practice the reach a few more times.

Next is the question mark, which you also type with your right pinky. You'll have to reach down to the left SHIFT with your left pinky to strike the question mark with your right pinky. So you're using both pinkies, which typically aren't easy reaches. You may need to spend extra time on this.



To warm up your brain to the reach, let's practice for a few minutes. Find the semicolon and question mark keys on the right side of your keyboard. Notice that there's a slash on the bottom part of the question mark key. When you want to type a symbol shown on the top of a key, you'll use SHIFT when you strike the key.

Watch as you move your left pinky down to the SHIFT key. Hold the SHIFT key down, and touch the question mark with your right pinky. Release both pinkies from the SHIFT and question mark keys, and return them to their position on the home row. Concentrate on keeping your other fingers on the home row keys as you move your pinkies. Watch as you practice this reach. Try this 10 times, and then close your eyes and practice another 50 times.