

01

In Western society, most of us use a keyboard every day. Learning to use a keyboard is an important life skill.

02

Keyboards are part of our communication with others. Text messages, emails, social media, and more, all need us to use a keyboard.

03

Keyboards are part of our access to information. We use them to search the internet and to access information on public computers.



The importance of **KEYBOARDING**

04

The OECD Digital Literacy Report (2021) found that individuals who had good digital literacy were able to perform at a higher level on many literacy tasks than their peers who didn't have the same digital literacy skills.

05

All of the government forms and many of the other forms e.g. banking, that we are required to complete are submitted by computer - and require keyboarding.

06

For some people, keyboards are a writing tool that is easier to use than handwriting. This means that they can write more, which helps them to get better at writing. It might also be more effective because typing can be easier to read than handwriting.