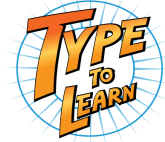1 September 2017

Dear Families,

We would like to welcome you to the start of a new school year. You're receiving this letter because you have a 4th OR 5th grade student who is going to be using an online program called *Type to Learn* for keyboarding instruction. For more information about *Type to Learn* go to http://typetolearn.sunburst.com/.

Type to Learn wraps keyboarding lessons into an intriguing world of adventure and information, with instructional modules and exciting typing activities and games to reinforce keyboarding skills.

Type to Learn is in the cloud, meaning it's accessible online. This allows students to practice from anywhere they have an internet connection on a device with a web browser, such as Google Chrome.

Please direct any questions you may have about *Type To Learn* to your student's teacher or the Educational Technology Specialist (ETS) at your student's school.

Follow these steps to launch *Type to Learn* at home

1. Go to **PSBMA.org** > **Student Tools** > **Type To Learn**.
2. When the page loads, enter the following information in the fields:
   - *Verify Account Code* → 276ZX2
   - *Username* → YearOfGraduation+tLastName+FirstInitial
   - *Password* → the word '*type*'
3. Click **Log in**.

4. When the page loads click **Launch Type to Learn.**