



Dear Parents,

Our year is off to a great start! I'm excited to have each and every one of your children in my Keyboarding/Computer Class. I wanted to take this opportunity to remind the parents that my Keyboarding/Computer Class is a graded course. Students will receive a grade for their performance in this class. Students will be introduced to basic computer programs such as: Microsoft Word, Excel, and Power Point. In addition students will be taking a typing course that will prepare them to be avid typist. I appreciate all of you devotion to your children, and I look forward to an amazing year!

Thank you,

Mrs. Bradshaw