

Parents/Guardians,

September 2014

Learning to keyboard is an important skill. When students become proficient in keyboarding, they will be able to enter words faster than they can be produced by using paper and pencil. They will be able to create documents, use search tools, and communicate with others while using the computer with greater ease. **Type to Learn 4** is an online typing program that we use as part of our ongoing practice. Our district licensing provides you the opportunity to download and install **Type to Learn 4** at home for continued keyboarding practice. Here are the directions you will need to acquire the FREE software. This is the same application used at school. By following the steps below, your child can launch the program, and send scores to the same data base used during class. Thanks for your encouragement of proper keyboarding at home!

*Mrs. Susan Turnipseed*4<sup>th</sup> grade Tech  
Camelot Intermediate SchoolWebsite - <http://st005.k12.sd.us/>  
Email – [sue.turnipseed@k12.sd.us](mailto:sue.turnipseed@k12.sd.us)**Type to Learn 4 School to Home Download:** <http://ttl4.sunburst.com/downloads/>**Windows Users:**

Once you have entered the link above into a web browser you will select the “Windows MSI” file under “Full Versions”. “Full TTL4 v1.2.1 Application MSI - WIN - Web Version (1.01GB)”. Choose “SAVE” rather than “OPEN” or “RUN”. Double-click the file when it has completed downloading and wait until it finishes installing. Once installed, launch the program by clicking the “Type to Learn 4” icon on your desktop.

**Macintosh Users:**

Once you have entered the link above into a web browser, other than “Safari”, you will scroll down to “Full Versions” and select the “Full TTL4 Application - Mac - Web Version v1.2.1 (944.65MB)” file. These files are zipped and should automatically unpack on almost all OSX operating systems. Launch the installer by double-clicking on the contained file in your ‘downloads’ or ‘documents’ folder. The contained files will be in MPKG format for installation to the Mac OS.

**Technical Support:**For technical assistance, go to <http://support.sunburst.com>.**When you first open the program a student enters his/her username and password.****User Name:** Student ID number (lunch number)**Password:** Student ID number (lunch number)**Then enter the following account code:****105622**