

---

# How to Improve your Typing Speed

In today's society where nearly everything is computerized, it is helpful to have efficient typing skills. With daily activities such as email and texting becoming the norm, not having quick typing skills can make sending a quick email a chore. Most high schools understand the importance of fluent typing, therefore some have implemented mandatory typing classes in high school to help students improve their typing and prepare for the future, where typing is a must.

Some students may have a basic knowledge of typing, but just want to improve their words per minute. There are a few ways to do that on your own:

## Don't Look Down

One way to surely slow down your typing speed is if you look at the keys while you type. Even a person who types 100 words per minute will get slowed down by looking at the keys. It is best to familiarize yourself with the keypad and then your fingers will learn where the keys are and after awhile, you will be typing without thinking about each letter.

## Online Typing Tests

You can run a quick Google search for online typing tests and you will get a return of many websites that will offer to time you while you type. The end result will tell you how fast you type by measuring words per minute and/or characters per minute. If you are not satisfied with the result, you can use these tests as practice to build up speed in your typing.

## Suggested Resources:

[TypingTest.com](http://TypingTest.com)  
[Learn2Type.com](http://Learn2Type.com)

## Typing Games

Learning to type fast does not have to be a chore. There are some typing games out on the net that will make learning to type fast enjoyable. Just do a quick search for 'typing games' and that will yield many results for you to choose from.

## Suggested Resources:

[TypingTest.com](http://TypingTest.com)  
[FreeTypingGame.net](http://FreeTypingGame.net)

## Memorize What You Are Typing

Some people find it easier to type faster if what they are typing is coming directly from memory. For example, if you are trying to read something and type what you are reading, you may type slower because you are concentrating too much on the letters. Instead, read a few lines of what you want to type and then type it directly. You may find that you type faster if you type from memory rather than copying notes or a manuscript.

## Don't Forget The Numbers

If you have not already memorized the numerical keypad on your keyboard, it would be helpful if you learn. Some jobs may need a person who cannot only type fast, but is also fast with data entry. It will be beneficial to you to know the numbers on the keypad without having to glance at them.

Remember, not everyone is going to be a speed typist. However, you can improve your typing speed so that you can become a more efficient student. Even if you think that you may not need typing in your future; think again. Some jobs will even pre-screen you by not only testing your aptitude and experience for the job, but they may also sit you down behind a computer and test how many words per minute you can type.

Remember, learning to type is like riding a bike, you never forget. Speed comes with practice and experience.