



Established since 1930

# RULANG PRIMARY SCHOOL

Vision : Scholars Of Tomorrow

Mission : Nurturing Competencies, Inspiring Excellence, Empowering Individuals

REF: 137/18

25 May 2018

Dear Parents

## **Touch Typing to Enhance Digital Skill for Primary 1 to 3 Pupils**

In harnessing pupils' capability in ICT, it is essential to teach pupils to touch type. As pupils become keyboard proficient, this invaluable skill will help them succeed in their school years as they collaborate for Project Work and other school-based tasks requiring the use of ICT.

With this in mind, we strongly encourage parents to spend some time during the June vacation to access one of the most user-friendly and innovative typing sites available, Dance Mat Typing by BBC, with your child. The online tool can be accessed directly from:

- a) **The website:** <http://www.bbc.co.uk/guides/z3c6tfr>
- b) **A link from our school's website** (available from 28 May 2018)
- c) **A link from pupils' MOnline** (available from 28 May 2018)

Dance Mat Typing is a 100% web-based programme that teaches very important keyboarding skills. The programme is interactive and has different levels. Pupils can practise at their own time and reinforce learning to type with fun and exciting activities for students to enjoy. Research shows that students learn more when they are engaged and having fun.

This programme does not require log in access username or password. Dance Mat Typing can be accessed using desktop or laptop. We do not recommend tablets to be used for this purpose. In order for this initiative to be successful, it is recommended that pupils practise consistently. Covering the keyboard is an important step in training your child not to look at their hands when they type. One way to accomplish this is to tape a sheet of paper loosely above the keyboard. Pupils can place their hands under the paper to practise. Thank you for your support in helping your child improve his/her keyboarding skills.

We hope that you will encourage your child to use Dance Mat Typing. Using this programme on a consistent basis will help support your child's competency in ICT.

## **Cyber Wellness Awareness**

Pupils are consistently exposed to the digital world either through school efforts or self-learning. In developing our pupils to be responsible digital citizens in the 21<sup>st</sup> Century, it is imperative that the school takes proactive measures to equip our pupils with the knowledge on Cyber Wellness.

The school will be sharing bite-size videos via MOnline on selected themes so that pupils will be kept abreast on real issues that are relevant to their age-group. Examples of these issues include online identity, sharing information online, excessive online gaming, making friends online among others.

Different videos will be assigned to different levels so that we can address anticipated or prevalent issue at any particular level.

We seek your cooperation to support your child's online learning of Cyber Wellness during the June vacation. This would be a prelude to the ICT Department's initiative in dedicating a day in July to further emphasise the importance of Cyber Wellness to pupils.

Warmest regards  
Mr Eugene Ong  
Principal