

* Each lesson below has many sub-lessons.
* **Record the stars achieved** for every sub-lesson within the **day column**.
* Students are advised to use their own judgement when deciding how many sub-lessons to complete in a day.

If too easy – Move on. If too difficult, complete all sub-lessons but not in a single day.   
After three or four sub-lessons, move to the next lesson and return to do more on subsequent days.

* Rarely will one student complete all lessons in a single day but all can be completed within a week.
* **IMPORTANT** at least one **problem keys** **lesson** should be done every day.
* After completing lessons, play some games from the games detailed on a separate sheets.
* **EVERY DAY** after practising **complete a 1 minute time test** as this will track your progress.

|  |  |  |  |  |  |  |  |  |
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| **Lesson** | **Section / Lesson** | **Mon** | **Tues** | **Wed** | **Thurs** | **Fri** | **Sat** | **Sun** |
|  | **Beginner** |  |  |  |  |  |  |  |
| **5** | Beginners Review 1 |  |  |  |  |  |  |  |
| **9** | Periods and commas |  |  |  |  |  |  |  |
| **10** | Beginner review 2 |  |  |  |  |  |  |  |
| **11** | W, X, and ; Keys |  |  |  |  |  |  |  |
| **12** | Q, Y, and P Keys |  |  |  |  |  |  |  |
| **13** | Z and Enter Keys |  |  |  |  |  |  |  |
| **14** | Beginner Wrap-up |  |  |  |  |  |  |  |
| **15** | Beginner Assessment |  |  |  |  |  |  |  |
|  | **Intermediate** |  |  |  |  |  |  |  |
| **2** | Home Row Words |  |  |  |  |  |  |  |
| **3** | Easy top Row |  |  |  |  |  |  |  |
| **4** | Easy Bottom Row |  |  |  |  |  |  |  |
| **5** | Shift and capitalisation |  |  |  |  |  |  |  |
| **6** | Basic punctuation |  |  |  |  |  |  |  |
| **7** | Intermediate punct’n  (students > yr 5) |  |  |  |  |  |  |  |
| **8** | Quick sentences |  |  |  |  |  |  |  |
| **10** | Speed Drills |  |  |  |  |  |  |  |
|  | **Reinforcement** |  |  |  |  |  |  |  |
|  | **Your problem Keys** |  |  |  |  |  |  |  |
|  | Top 2 keys |  |  |  |  |  |  |  |
|  | Top 3 keys |  |  |  |  |  |  |  |
|  | Top 5 Keys |  |  |  |  |  |  |  |
|  | **Reinforcement** |  |  |  |  |  |  |  |
| **1** | The keys are falling |  |  |  |  |  |  |  |
| **3** | Jokes and laughs |  |  |  |  |  |  |  |
| **4** | Interesting facts |  |  |  |  |  |  |  |
| **5** | Strange Laws |  |  |  |  |  |  |  |
| **6** | Paragraph practice |  |  |  |  |  |  |  |
|  | **Stories** |  |  |  |  |  |  |  |
|  | Pick which ever story interests you most |  |  |  |  |  |  |  |
|  | **Reinforcement** |  |  |  |  |  |  |  |
|  | **Your problem Keys** |  |  |  |  |  |  |  |
|  | Top 5 Keys |  |  |  |  |  |  |  |
|  | Top 3 keys |  |  |  |  |  |  |  |
|  | Top 2 keys |  |  |  |  |  |  |  |

If you have any questions email me on [caroline@achievenow.org.uk](mailto:caroline@achievenow.org.uk) include your telephone number in this email.