



Peters Township Middle School

Mr. Adam Sikorski, *Principal*

Mr. Michael Henaghan, *Assistant Principal*

Dear 7th grade Parent and/or Guardian,

Welcome to Computer Applications 7! To address the growing need for technology instruction and appropriate online behavior, Computer Applications 7 was added to the Peters Township Middle School curriculum.

An integral part of the course will focus on keyboarding technique and efficiency, learned through lessons using Typing.com online software. Typing.com is free online software that reinforces correct typing posture, proper finger use, and encourages typing speed and accuracy.

In order to complete the weekly typing assignments, students will receive an individual username and password that I will create in order to track their progress. This account will not provide Typing.com with any personal information about your student. Furthermore, in compliance with the *Children's Online Privacy Protection Act*, Typing.com enforces a strict privacy policy. For more details about this policy, please visit the following website: <https://www.typing.com/privacypolicy>

In an honest effort to make you fully aware of our practices at the middle school, this letter will serve as notice of the online account that will be created for your student. Please sign and return the bottom portion of this letter as your consent by Friday, October 4th, 2019. It is important that we receive this signed form or your student will be in jeopardy of missing the first typing lesson due date. I have included a copy of the typing schedule and deadlines on the reverse side of this paper.

Feel free to contact me with any questions or concerns.

Sincerely,

Stephanie Van Balen
Computer Applications Teacher
vanbalens@pt-sd.org 724.941.2688 ext. 4114

(Please sign, detach and return to Mrs. Van Balen in Room B9)

Student Name: _____

Period # _____

I, the undersigned, acknowledge that an online account will be created for my student on Typing.com online. This account will provide no personal information and will be used strictly for educational and assessment purposes.

Parent/Guardian Print Name

Parent/Guardian Signature