

3-Minute Alphabetic Timed Writing 16

General Directions

Student: Give the proctor your name and LCC L#.

Type the timing text shown below if you reach the end of the timing, go back and repeat it so that you are typing for the entire three minutes. It does not matter whether you space once or twice after ending sentence punctuation—just be consistent.

The three fastest timings that have 5 or fewer errors will be used to determine your average words per minute (wpm). You can take as many timings as you want. If you only get one or two qualifying timings today, you'll need to come back another day to take more timings.

Print out each timing and circle errors (misspelled or missing words; incorrect or missing punctuation; and capitalization or spacing errors). Note: A misspelled word is one error regardless of the number of incorrect letters it may have.

Doing what we like to do is quite important; however, liking what we have to do is equally important. As you ponder both of these concepts, you may feel that they are the same, but they are not the same.

If we could do only those things that we prefer to do, the chances are that we would do them exceptionally well. Generally, we will take more pride in doing those things we like doing, and we will not quit until we get them done right.

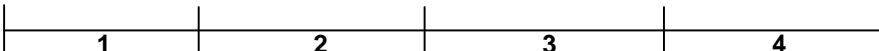
We realize, though, that we cannot restrict the things that we must do just to those that we want to do. Therefore, we need to build an interest in and an appreciation of all the tasks that we must do in our positions.

g w a m

3'

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33
37
41
44

3'



PROCTOR: Proofread student's timing and circle any missed errors. (A misspelled word is one error regardless of the number of incorrect letters it may have.) To determine the average speed, use the scale at the right for the last completed line of text. Use the scale at the bottom for a partially typed line of text. **Add the two numbers together to get the average words per minute. Do not deduct errors from average words per minute.**