

Raise the Speed—Reduce the Errors

BWCANNING



Raise the Speed - Reduce the Errors

A typewriting speed
and accuracy programme

B W CANNING

PITMAN PUBLISHING

Make the Speed - Reduce the Errors is based on an entirely new concept of accuracy development in typewriting. Students of mixed ability can individually improve their skill while working within the framework of a controlled class.

Several passages within the book are initially tackled to increase typewriting speed. The student then re-writes the passages, this time aiming at a high degree of accuracy. When the required level of speed/accuracy is reached, the next sets of passages are worked in the same manner - until an accurate 80 words a minute is achieved. Apart from being able to work at their own speed, students have the additional motivation of assessing their performance as they go along.

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