



## Starting KTouch

To open the KTouch application, select **Applications** from the Menu bar, then go to **Education**, select **KTouch**.

## The KTouch Interface

Figure 1 shows the KTouch interface.

### *Figure 1: KTouch interface*

The Level, Speed and Correctness boxes give you information on how you are typing.

The New Characters in This Level box gives you a list of characters that are new in this level.

There are two text boxes above the display keyboard:

the **teacher's line (top)** shows you what you need to type.

the **student's line (bottom)** shows you what you are typing.

The display keyboard shows you what key to hit next as you are typing.



## Starting a Lecture

When you open KTouch, a default lecture opens.  
You can start immediately on this lecture if you wish.

If you want to choose another default lecture, select **Training**,  
then select **Default Lectures** in the KTouch menu bar,  
then select a lecture from the list (for example, **English (auto generated)**)

If you want to open a lecture provided by your teacher, select **File**,  
then select **Open Lecture** and select the correct file.

*Figure 2 SCREENSHOT OF MENU TRAINING> DEFAULT LECTURES>SELECT LECTURE*



## Typing

### Resting Positions

Always begin by placing the fingers of your left hand on the marked keys A, S, D, and F, the fingers of your right hand on the marked keys J, K, L, and ; (semicolon), and your thumbs on the space bar. These are called resting positions. (Figure 3)

*Figure 3*

## Typing

Now, type what's in the teacher's line, looking at the display keyboard, not at your hands. As you type, the next key you need to hit is highlighted on the display keyboard.

If you need to move a finger from its resting position to hit a key, the display keyboard will show you:

- the key that you need to hit
- the resting position of the finger you should use to hit the key

For example, if you need to type the I key, the display keyboard shows (Figure 3):

- the I key, highlighted
- the K key, surrounded by a thick black line.

The K key is the resting position for your right-hand middle finger, so you should use that finger to type I.

*Figure 4: Typing from a resting position*



## Errors

When you hit the wrong key, the student line changes colour and the Backspace key on the display keyboard is highlighted.

You can then use the **Backspace key** on your own keyboard to delete the error.

Figure 5: Backspace Key



## Starting or Pausing a Session

To start a new practice session within a lecture, select **Training**, go to **Start New Session**.

To manually pause the session at any time, select **Training**, go to **Pause Session**.

Figure 6: Menu training > Start new/pause session

## Note:

Try to move your hands as little as possible.

When you move your fingers from their resting positions to type characters, try to return the fingers to their resting positions as much as possible.

When you have typed all the characters in the teacher's line, press the **Enter** key to move on to the next set of characters.



## Tracking your Progress

The Training Statistics dialog box (Figure 7) allows you to find out how well you are progressing in your current training session or lecture.

To open the Training Statistics dialog box, select **Training**, then select **Lecture Statistics**.

*Figure 7: Training Statistics dialog box*

The dialog box has three tabbed pages:

Current Training Session gives a summary of your progress in the current session.  
Current Level Statistics gives statistics for the current level.

Monitor Progress gives a graphical overview of your overall progress.