



Education, Citizenship and Youth

Instruction, Curriculum and Assessment Branch
Distance Learning Unit
555 Main Street, Winkler, MB R6W 1C4
T 204-325-1700 or 1-800-465-9915 F 204-325-1719
www.edu.gov.mb.ca/k12

RECORD OF PROGRESS

GRADE 10 KEYBOARDING (25S)

Name _____

School _____

	TARGET DATE FOR COMPLETION	ACTUAL DATE OF COMPLETION	MARK
Module 1 Assignments 1.1, 1.2, 1.3			/68
Module 2 Assignments 2.1, 2.2			/103
Module 3 Assignments 3.1, 3.2			/84
Final Exam			/100
Final Grade	Date		%

EVALUATION GUIDE

Evaluation for Grade 10 Keyboarding is based on

- Assignments 70%
- Final Exam 30%
- Assignments can be redone once