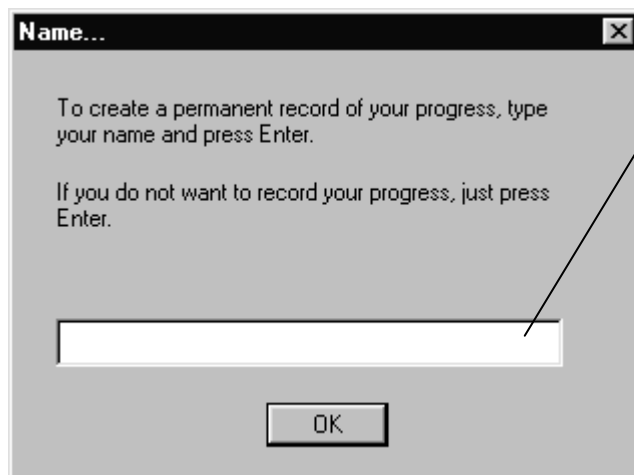
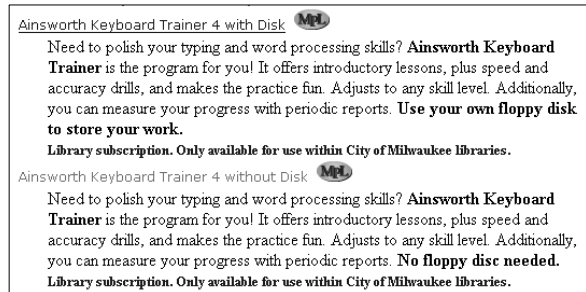
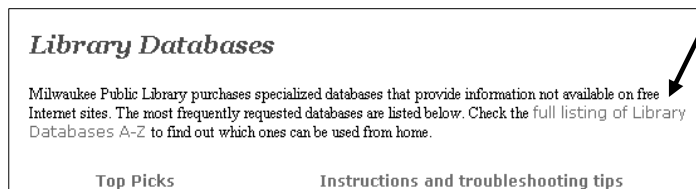


Accessing the Ainsworth Keyboard Trainer

The Ainsworth Keyboard Trainer is an excellent program to learn whether you are a beginning user who needs to learn keyboarding or for more experienced typists who are looking to improve speed and accuracy.

1. Insert a floppy disk into the **A drive**.
2. Click the **Start** button on the Taskbar at the bottom left-hand corner of the screen..
3. Click on **Programs**.
 - A *submenu* displays.
4. Click on **Internet Explorer**.
5. Click on **Research Resources**.
6. Click on **Library Databases**.
7. Click on the **full listing of Library Databases A-Z link**.
8. Scroll down until you can click on **Ainsworth Keyboard Trainer**
 - The **Ainsworth Keyboard Trainer** Program launches.
 - The “**Name...**” *dialog box* displays.
9. Type in your first name or initials.
10. Click the **OK** button or press the **Enter** key.
 - The **Ainsworth Keyboard Trainer Window** displays.



Enter name here