Lesson 17 – Learn Z & : (colon) – Type this entire lesson, print, and have parents initial that <u>you</u> typed this page and used correct keyboarding technique.

```
Type 1 line of azazazazaz…………………………
Type 1 line of ;:;:;:;:;:…………………………
```

```
a a za za zap zap zap zoo zoo zip zip zag zag zany
za za zap zap zed zed oz. oz. zoo zoo zip zip maze
zap it, zip it, an adz, to zap, the zoo, eight oz.
; ; :; ;: Date:  Time:  Name:  Room:  From:  File:
;: ;: To:  File:  Reply to:  Deal Al:  Shift for :
Two spaces follow a colon, thus:  Try these steps:
```
2X

```
Zelda has an old micro with : where ; ought to be.
Zoe, use as headings:  To:  Zone:  Date:  Subject:
Liza, please key these words:  zap, maze, and zoo.
Zane read:  Shift to enter : and then space twice.
```
3X

```
zoo qt. zap quo zeal quzy zone quit maze quad hazy
Zeno amazed us all on the quiz but quit the squad.
apt six rip fix pens flex open flax drop next harp
Lex is apt to fix apple pie for the next six days.
vim mam van dim have move vamp more dive time five
Riva drove them to the mall in my vivid lemon van.
```
1X

```
Glen is to aid me with the work at the dog kennel.
Dodi is to go with the men to audit the six firms.
Nigel saw a quick red fox jump over the lazy cubs.
Jacky can now give six big tips from the old quiz.
```
2X

```
xs :; fix mix Max:  Use TO: and FROM: as headings.
Read and key:  oxen, exit, axle, sixty, and sixth.
Quen, key these:  quit, aqua, equal, quiet, quick.
Zip put hot pepper on his pizza at the zany plaza.
Mavis vowed to move with a lot more vim and vigor.
mj vf jmj fvf vimv im vow vow menu menu move movie
```
1X