



Clovis Adult Education
Improving Lives Through Education



Keyboarding Certification

This computerized test measures an applicant's typing speed and accuracy. To qualify for a certificate, a person will need to type a minimum of 25 net words per minute. If a person does not meet that standard, they may receive a "Performance Report" that will detail their speed and accuracy. Typing Certificates are issued immediately following the test and the certificate is good for 1 year.

- Start Date:** **September 19, 2016**
- Fee:** \$25.00
- Call:** 559.327.2800 to make an appointment
- Testing days:** Tuesday and Thursday
- Time:** 8:30 am to 10:30 am (during regular sessions)