

Description of the Live Online Seminar:

# Professional typing

Achieve touch-typing in only a few hours

## Content

After only a few hours, the participants will have mastered touch-typing without looking at the keyboard. All letters from A to Z are taught as well as punctuation marks, upper- and lower-case letters, and the numbers in the row above the letters.

## Method of learning

Based on ancient Greek mnemonics, participants learn to link each key with a simple image. These images are then combined into a total of ten simple and memorable stories. Within a very short time, each finger masters its own short story, and by doing so, the correct key assignment remains deeply anchored in one's long-term memory from now on..

The visualization stories later sink more and more into oblivion as soon as touch-typing has become deeply ingrained into your mind.

## Goal

At the end of this seminar, the participants will have mastered touch-typing without having to look at the keyboard. This lays the foundation, sets the pace, and increases it.

After this intensive training, touch-typing may work slower at the beginning than two-fingered typing. The writing speed increases enormously after a short time, and the rate of the old writing method is seen as unusually slow.

## Learning Platform

We use **Microsoft Teams** as a virtual seminar room. There, all participants and their trainers are connected acoustically and visually. You may use Microsoft Teams free of charge for the duration of the seminar. Well enough in advance, you will receive an individual link to dial into our virtual seminar room before the start of the event.

During the seminar, participants also study in their workbooks in parallel on **fingerLINK®online**, our in-house learning platform.

## After the seminar

Supplementing this course, participants receive access to the writing trainer at fingerLINK® online for 180 days to continue practicing touch-typing they have just learned in class and to increase their typing speed. Every participant can exchange ideas with a fingerLINK® trainer in regular and **free live online seminars (webinars)** or simply take part as a "silent" observer. In addition to practical tips and tricks for touch-typing, the webinar also provides answers to questions.

In addition to the practical implementation in everyday life, fingerLINK® online offers a variety of additional exercise transcripts with a statistical evaluation. You learn the symbols of the left and right hand in two other lectures. You can repeat lessons on individual fingers, quizzes, and game elements as often as required. A free trial lesson is available at [www.fingerlink.com](http://www.fingerlink.com).

Participants can exchange ideas with a fingerLINK® trainer in regular and free short webinars or participate as a "silent" observer. In addition to helpful hints and information for touch-typing, the webinar also provides answers to questions.

## Duration

This seminar comprises seven full hours plus breaks.

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## Certificate / Written confirmation

Confirmation of participation: Upon request, you can take an exam with an official certificate at a later point in time (ten-minute transcript with all letters, punctuation marks, upper- and lower-case letters as well as the numbers and symbols in the row above the letters); at least 120 keystrokes per minute with the keyboard covered).

## Our method in detail

fingerLINK's® holistic mental approach uses various **association and visualization techniques** in addition to our sense of touch. This proven method leads to an enormous learning acceleration, which makes the seemingly impossible possible - within only a few hours.

In contrast to rote learning in the kind of "a-s-d-f – j-k-l" which only addresses the left brain and requires laborious practice, the fingerLINK® technique also uses the creative potential of the right brain. It reacts to images, emotions, and sounds with a hive of activity – these are qualitative characteristics that most learning methods mainly omit. This distribution is even more tragic when we understand that our **long-term memory** is also located in the right brain's half.

The fingerLINK® method for learning touch-typing addresses **both cerebral hemispheres as a team**. It creates stimuli that anchor in our memory what has been learned much more quickly and permanently than conventional learning techniques by using entertaining text-image links, sounds, and visualizations. In doing so, **mnemonics** activate the learning capability of both cerebral hemispheres equally. Such a fast-learning success would otherwise not be possible within a few hours.

A total of ten **visualization stories** (alpha state), **quiz** elements, **transcripts**, playful **exercises**, and **BrainGym** elements support participants. At the end of the seminar, participants are able to write "blindly" - **without having to look at the keyboard**. The fingerLINK® seminar creates the foundation to touch-type safely and quickly within a very short time by consistently applying what has already been learned.

## Additional documents

Download the following fingerLINK® documents at: [www.fingerlink.com](http://www.fingerlink.com)

- fingerLINK® brochure
- fingerLINK® seminar documentation (preview)
- fingerLINK® Flyer DIN A4 and poster in DIN A3 (printed upon request)

## fingerLINK®-founder



*„Typing boring columns of letters - that's a thing of the past. Our seminar participants are enthusiastic and repeatedly confirm what brain research has been lecturing for years: brain-friendly learning needs various input channels ... and fun!“*

Nicole Szálasi