

Dear Teachers and Parents,

We are happy to announce that we recently purchased new keyboarding software called Type to Learn 4 by Sunburst that provides all of our Valentine students with grade level appropriate keyboarding lessons. One of the big features of this software is that it is web enabled and allows for all students to login and connect to the software by way of their TTL4 account from home and pick up from where they left off from class or simply get some extra practice.

In order to access TTL4 from home, you will have to go through a few simple steps that have been outlined below in order to download the software and connect to the student account. If you have any questions, please feel free to contact Mihail Papadopoulos at mpapadopoulos@smusd.us. Thank you.

SET UP

- ✎ The full TTL4 program is available for download immediately at <http://ttl4.sunburst.com/downloads> under the **Software Updates** section. Make sure to go down to **Full Versions** and select the Mac or Win version download link. **Please note:** *These downloads are large file downloads and download times may vary according to your Internet connection.*
- ✎ Please confirm that your computers meet the **Technical Requirements** in the User Guide before installing Type to Learn 4.
- ✎ The **User Guide is available** under the Manuals/Guide section on the download site: <http://ttl4.sunburst.com/downloads>

Student Name: _____

Username: _____

Password: _____

Account Code: 135161 (This will only have to be entered upon initial login)

Please Note: *We are still collecting personal headphones for each student at each grade level that will be stored in the computer lab. Please put them in a zip lock baggie and place the student's name on the baggie. We use are headphones for any activity that requires sound in the technology lab. The headphones will be returned at the end of the school year. Thank you.*