Nessy Fingers will teach you to type safely, accurately and quickly.

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Installation

Single User
• Ensure all open programs are closed.
• Insert the CD into the computer’s CD-Rom drive and follow the onscreen instructions.
• If the program does not launch go to ‘My Computer’ and right-click the Nessy disc icon. Select ‘Open’ from the menu and double-click the ‘Setup.exe’ application file.

Multi User
Please see attached insert for details on installing the Multi User version of Nessy Fingers.

Minimum system requirements
Minimum system requirements for Windows XP and for Windows Vista in brackets:
• Operating System: Windows Vista and Windows XP.
• Processor: Intel Pentium 4 1.6Ghz speed (1.8Ghz for Vista).
• Memory: 512MB (1024MB for Vista).
• Video/graphics card: 32MB
• Hard Disk Space: 100MB
• Sound Card: Integrated sound card.
• Peripherals: Speakers and/or headphones.

Inclusion, accessibility and SEN
The software has been designed to comply with the BESA guidelines for inclusive accessibility of SEN to ensure schools meet current legislation criteria for inclusive software. Nessy Fingers has been designed to help students who have specific learning difficulties (dyslexia).
The importance of good posture
Follow this guidance on posture and wrist position at the keyboard. Assess your sitting position. Make sure you are a comfortable distance from the monitor with your eyes level with the top of the screen. The ideal height of the seat lets feet rest flat on the floor with your knees at 90°.

sit up straight with your eyes level with the top of the screen

feet flat on floor

These guidelines may be helpful:
- The top of your screen should be at eye level and at a comfortable distance away from you.
- Your forearms should be horizontal and elbows close to your sides.
- Your feet should be flat on the floor or on a foot rest.
- Keep wrists up, not resting on a desk.
- There should be space in front of the keyboard to support the hands during pauses in typing.
- Take regular short breaks (30 secs every 10 mins).
- Do not bend your hands at awkward angles.

'Take a Break' wrist and finger exercises
Taking regular rest periods is important. Nessy will remind you with the 'Take a Break' button that lights up every 10 minutes to suggest a 30 second rest. Click on the icon to relax with Nessy. You might even try exercising your hands as he waggles his flippers.

Wrist and finger exercises help reduce the risk of strain and make your fingers more flexible. Nessy calls these exercises 'Kung Fu Fingers'. The exercises are included in the printable resources and Take a Break animations.

It is a good idea to try a few minutes of Kung Fu Fingers at the start and end of every typing session. Younger students may have to stretch a bit to reach keys but finger exercises will help develop flexibility.
Developing good technique

finger positioning

Take time to learn the right key stroke techniques as this will help develop touch typing skills more quickly.

- Let your fingertips rest lightly on the centre of each Home Key.
- Rest your thumbs on the space bar.
- After pressing each key, return to rest gently on the Home Keys.
- Don’t rush. It is better to be slow and accurate at first. Speed will come with practice.
- Before starting to type think of the correct finger and picture the key position in your head.
- Say the letter of each key as you type, either out loud or silently.
- Do not try and keep your hand stiff and rigidly stuck to the Home Keys. When you move a finger your whole hand moves a little.
- Make sure you are comfortable with your control of the keys before moving to the next lesson.
- Keep your eyes on the screen. Try to not look at the computer keyboard. Print out the keyboard chart and attach it to the wall near your screen. Use this chart if you need to remind yourself of a key position.
- Try and hover as close to home as possible and keep at least one finger in touch with the home keys to help you find your way back.

Getting started as a new player

The opening screen will ask you to set up a new player profile or login as an existing player. When you first start you will be asked to enter your name and select a character. Next time you login, click your name from the list of existing player profiles. To change your character icon, go to Settings.

Nessy Fingers is set in the Land of Ness. You have the freedom to explore anywhere in the program. Finding your way around is easy, just click on an island to discover games. Start with the lessons by clicking the buttons at the bottom of the screen.

Multi User version only

To delete players or to update the user licence, click the ‘Admin’ button and enter the supplied password found in the network installation instructions.

Click the words on the black bar to open this User Guide, supporting printable resources or to see a list of keyboard shortcuts.
Lessons

There are just 5 short lessons but these can be repeated as many times as needed until you feel comfortable with control of the keys.

Progress through the lesson is shown by Nessy swimming and the buoy flags changing colour.

Replay any part of the lesson by clicking on a buoy or pressing Ctrl+ the buoy number. Ctrl+P will pause the lesson. Press these keys again to resume.

The lessons introduce keys in the sequence of the alphabet. The alphabetical order puts learning into a familiar context and enables rapid learning as many keys can be introduced at once. The logical progression of these lessons is more effective for dyslexics who learn more readily when they understand the learning structure. The Nessy lessons reinforce alphabetical skills that are vital for dictionary work and indexing.

Before moving to the next lesson, play games to practise the keys you have just learnt. You will find the games by exploring the islands of Ness. Click on an island to take a closer look.

Games: setting a skill level

There are 9 games to help motivate practice. Before each game starts, select a wordlist and skill level.

- **The Skillometer suggests a target and sets the difficulty level.**

![Skillometer](image)

- **Drag the green arrow to play the game on any difficulty.**

- **The purple marker shows your current personal best, set in the Nessy Time Trial.**

If you have not yet played the Nessy Time Trial then the game will start at the easiest skill setting, Tortoise Fingers (level 1).

There are 9 skill levels on the Skillometer:

<table>
<thead>
<tr>
<th>Level</th>
<th>Words per minute</th>
<th>Accuracy</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Tortoise Fingers</td>
<td>4 wpm</td>
<td>50% accuracy</td>
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<td>2. Steady Fingers</td>
<td>6 wpm</td>
<td>60% accuracy</td>
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<td>3. Fit Fingers</td>
<td>8 wpm</td>
<td>65% accuracy</td>
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<td>4. Eager Fingers</td>
<td>10 wpm</td>
<td>70% accuracy</td>
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<td>5. Swift Fingers</td>
<td>13 wpm</td>
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<td>6. Speedy Fingers</td>
<td>16 wpm</td>
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<td>7. Fast Fingers</td>
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<td>8. Whiz Fingers</td>
<td>25 wpm</td>
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<tr>
<td>9. Lightning Fingers</td>
<td>30 wpm</td>
<td>95% accuracy</td>
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</tbody>
</table>
Choosing a word list
Before starting a game select a word list. The word list will start with the one last used.

Choose a word list
Use the arrow to open a drop down menu then choose which group of word lists you will use:

- Nessy word lists.*
- UK curriculum.
- Tails (suffixes).
- Heads (prefixes).
- Tricky words.
- High Frequency words.
- Alphabetical.
- Sentences.

* Progressive learning in the order used by the Nessy Learning Programme.
* To create your own word list see page 17.

Most games can be played using single words or sentences.

Word lists are displayed one above another. Use the arrows to scroll down and see more lists. Click the list you want to use.

Chosen word list
The words selected for the game are on the bottom right.

When you are ready, click ‘Play Game’.

The Nessy Time Trial
90 seconds

Visit the Nessy Time Trial by clicking on the buoy.

The Nessy Time Trial will assess your typing ability and record speed and accuracy as a personal best in the Hall of Fame.

Your Time Trial result will set the suggested difficulty level when you play games.

The Time Trial uses sentences. Before you start, select your sentences from the orange buttons. Topics include weird and wonderful facts. ‘More sentences’ will open a drop down menu.

Nessy will swim as you type. The better you type the further Nessy will swim, exploring new parts of the Land of Ness. Your ultimate goal is to have Lightning Fingers (level 9).
**Games**

**Snowballs**
Single words or sentences
3-6 minutes

Help Kipper the penguin get home. As you type Kipper rolls a snowball. The snowball must be big enough to cover Kipper’s enemies but every time you make a typo snow will fall off.

**Slippery Flippers**
Single words or sentences
2 minutes

As you type Kipper will climb a slippery slope but every typo will cause Rocky to shoot a fishbone.

**Goafrilla**
Single words
90 seconds

Type the words in the tree tops to collect coconuts. When all the nuts have been collected the game continues to the penalty shootout round.

**Glug Glug Glynn**
Single words or sentences
90 seconds

Type to help Glynn bail water from the leaky boat. Watch out! Every typo causes piranhas to nibble the boat. Stay afloat long enough to be rescued.
Knight Fright
Single words or sentences
90 seconds

The knight, Norman le Pants, explores the graveyard and is attacked by ghosts. Type the words on screen to destroy the ghosts with Norman’s sword.

Bones and Groans
Single words or sentences
90 seconds

Norman enters Dragonpants castle and is attacked by skeletons. Type the words on screen to defend Norman from the skeletons.

Giant, Killer spiders!
Aaaargh!
Single words or sentences
90 seconds

In the tunnels beneath Dragonpants Island Norman meets giant spiders. Type the words on screen to escape the spiders.

Snorter the Dragon
Single words or sentences
2 minutes

To win the dragon’s treasure you must stop Norman overheating. Type to cool down and Snorter will eventually become worn out.
End of game report card
When a game is completed the report card shows how well you typed during the game.

If you typed better than your current personal best the report card will recommend you enter the Nessy Time Trial.

Winning a game will reveal a reward. To discover bigger and more magnificent rewards you must win games on higher levels.

A note about ‘words per minute’:
Words per minute (wpm) are calculated using the conventional method of counting the total number of keys pressed, during the length of the whole game and dividing that number by five. Five characters are taken as an average word length.

Hall of Fame
The Hall of Fame is at the top of Mount Glory. Here you can see your trophies, medals and awards. Winning a game will reward you with a trophy. New awards can be won by winning games on more difficult levels. On your first visit to the Hall of Fame all the awards are hidden but you can find out about each trophy by pointing to the pillar.

Your Time Trial personal best can be printed as a certificate once all the lessons have been completed.

To win trophies at Dragonpants Castle and Penguin Mountains you will need to win all the games. Each time a game is won a star will be added to the Hall of Fame. When all the stars are full the trophy will be awarded.

You can print out a certificate of your personal best when all the lessons have been completed.
Settings

Here you can change display and sound settings. There are four pages: My Profile, Word Lists, Settings, and Music & Noises. Click on one of the tabs at the left to explore the different options.

My Profile

The opening screen has your Achievement Report summarising your awards and best typing result.

Clicking the blue tab allows you to use word lists you have created.

Word Lists

The blue tab allows you to control word lists.

To disable a word list click the tick to uncheck the box.

To enable or disable your own word lists use the drop down arrow to change from ‘Nessy Word Lists’ to ‘My Word Lists’.

Your Word Lists will only appear when you have created a list using the Wordlist Generator. Quit Nessy Fingers, go to the ‘Start’ button, ‘Programs’ and find Nessy Fingers. Wordlist Generator will be one of the icons in this group.

Settings

Hidden characters can be unlocked by perfect typing

To change the colour display of words and background you can select from a range of six colours, based upon the screen and overlay colours found most helpful by those experiencing ‘page-glare’.

Screen size can be switched between normal or full.

To show a timed countdown during games, click to tick the checkbox.

Music and Noises

To turn off the music click the tick and uncheck the box beside a game.

To change the music, click the ‘custom’ button and navigate to an mp3 audio file on your computer. ‘Reset’ will go back to the original game music.

Game sounds and error noises can be turned on/off by clicking the checkboxes.
**Using the sticker sheets**

Using peelable stickers (not included) to cover the keys will help encourage students to keep their eyes on the screen. Introduce stickers gradually to give enough time to become confident before covering the keys.

Watch a lesson once, play some games to practise the keys you have just learnt, use stickers to cover the keys and try playing the lesson again. Alternatively, you might wait until all the lessons have been played through once before using stickers.

Using coloured stickers can help students use the correct fingers. There is a suggested colour code below. You can even put stickers on the student’s fingers that match the keys of the same colour.

*Please note that you do use the stickers at your own risk and that Nessy cannot be held responsible for any alleged damage to the keyboard.*

**Printable resources**

The printable documents can be opened at the Home screen by clicking ‘resources’ on the black strip at the top.

The materials include charts of the fingers and keyboard. Print out these visual guides and put them on display near the computer screen so that students can refer to them without having to look down at the keyboard.

The Multi User school version includes additional support materials including practice worksheets that can be given as homework. All the printable exercises have pictures of the Nessy characters to make them more fun.
How often and for how long should you practise?

A Typical Typing Session

1. Limber your fingers and wrists with some of the Nessy Kung Fu exercises and check that you are sitting with correct posture.
2. Enjoy a Nessy lesson.
3. Play two Nessy computer games to practice the keys covered by the lesson.
4. Take a break and relax with Nessy for a few minutes.
5. Enter the Nessy Time Trial to try and improve your personal best.
6. Take a printable practice activity home.

How to win trophies

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<th>Skillometer level</th>
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Thanks to:

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