

VIDEO TRANSCRIPT – *Using your keyboard to answer an extended text question (writing)*

[00:06]

To move from the prompt to the writing pane, tab to the “Start writing” button.

[00:12]

Press Enter or the forward slash key.

[00:15]

To write your text, tab to the writing pane and type your response.

[00:20]

To edit your text, use the arrow keys to re-position the cursor.

[00:26]

To select a word or a few words, press Shift and arrow.

[00:32]

To select a format button, press Shift and tab, to return to the formatting toolbar.

[00:39]

Select your format button, then press Enter or spacebar.

[00:43]

To continue typing, press an arrow key.