

What is Typing Agent?

Typing Agent is an 100% American-owned, nationally recognized, pedagogically-sound K-12 Keyboarding and Introduction to Technology program. Our curriculums are created and yearly updated by real teachers and educators, not gamers, and our second-to-none Support Team is here to help you along the way.

Typing Agent curriculums include differentiated and appropriate Keyboarding Foundations, Digital Citizenship, coding, and subject-matter lessons for beginners and more advanced typists. Our *Type Your Own Adventure, SEL, Notepad, Basic Code,* and more permit students to practice these skills in other contexts. (Another keyboarding curriculum, *Agent Type,* will be added for the 2025-26 school year. This area promises to engage and push your students to even greater heights.)

Are there any special terms and conditions to use Typing Agent?

Typing Agent works with leaders at the North American Division (NAD) of SDA schools to give your schools the best rate possible. You can access the unbelievable bulk-rate pricing of \$1.45 per student instead of our regular price of \$8.77. Schools needing 30 or fewer student spots pay \$40 for 30 students. (There is a 30-student minimum student limit even though you may not use all the spots. You may share them with your church community.) Larger schools pay \$1.45 per student.

Please note:

- You MUST use the NAD School's special link to access these special prices.
- All subscriptions automatically end September 30, 2026.
- The link may only be used **ONCE a year**. If you need extra license after you've made that first purchase for the 2025-26 school year, those additional licenses will cost \$8.77 per student. We strongly advise you to purchase additional licenses when you make your first purchase for the school year.

- Should you use the link twice during the school year, you will erase off of your previously purchased licenses.
- To get extra licenses for the 2025-26 after you've made your first purchase, log into your Typing Agent account, click your name at the top right, then Account, then use that Purchase More Licenses button. This will permit you to get those extra student spots without erasing those your originally bought.
- Returning schools, use your current main administrator username and domain to keep your existing account. Write to us to us if you don't remember.
- New customers, use the link to create a brand new account and Typing Agent website (domain) for your school. Only you and your students use your link.

Specific instructions on how to order

Is your school new to Typing Agent?

- <u>Click here</u> for a signup area specific to NAD schools, and you will automatically receive NAD's special pricing. (Regular pricing applies if this link is not used.)
- 2. Complete the form. A PayPal page appears where you can opt to pay with PayPal, a credit, or a debit card. (You do not need a PayPal account to order; you may pay as a guest. PayPal is simply the platform we use to process the payments.)
- 3. As soon as you pay using PayPal, debit, or credit card, you and the number of student licenses purchased can immediately access your Typing Agent until September 30, 2026. A payment receipt will then be sent to the email address used for this transaction.
- 4. Remember to keep the Typing Agent web address you created in the form handy. Once you've made and shared your students' account details with them, you, your teachers, and your students will need it to log into their secure Typing Agent account. Should you forget your Typing Agent web address, click on your name at the top right and select **Account**. Your school's Typing Agent web address is on the left. Please share it with your teachers and students.
- 5. <u>Click here</u> to view our guide on your first step—adding teachers. (The guide has a link at the bottom for step two—adding your classrooms. Under that, step three is adding your students.)

Is your school returning to Typing Agent?

Before starting, decide whether or not you want to keep your old classrooms and data. If yes, you **MUST** use the administrator username, password, and domain (web address) you used previously to sign into Typing Agent. (The web address you logged on to is https://(domain).typingagent.com. If you don't use that specific web address, you will create a new account where you start from scratch and lose all of your previous data.

Should your administrator need to find the web address, have them log into their Typing Agent account and click on their name at the top right, followed by **Account**: they will see the required information there. You may always call us at (425) 880-2500 should you need help.

When you have all the necessary information, <u>click here</u> and complete the form. You will then be able to access your account immediately, where you can see your classrooms and students.

At the end of the school year, you'll need to prepare for the next school year by archiving/deleting/resetting your data and promoting your students to the next grade level. <u>Click here</u> for our guide on how to do that. If your students repeat their grade levels, you won't have to archive/delete/reset their data.

Again, where do I order?

<u>Click here</u> for the link to the North American Division ONLY to get our special pricing: Schools with fewer than 30 students are charged \$40. All other schools will pay \$1.45 per student. Complete your purchase with PayPal or a credit/debit card. We use PayPal to process the payment, but you don't need a PayPal account. Check out as a guest with your cards.

I need help. What are some resources you have available?

Typing Agent has a Solution Center where you can type in keywords and get answers to practically any question you may have. <u>Click here</u> for that area. If you prefer seeing videos, Typing Agent has a YouTube channel. <u>Click here</u> to see the many videos we have available.

Our Success Team is here to assist. Use the blue in-app chat box at the bottom right to chat with us; write to support@typingagent.com; or call us at (425) 880-2500. It's our privilege and pleasure to help you on this wonderful journey!