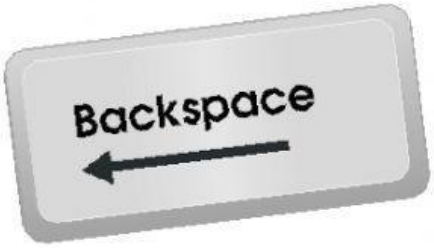
Name: _____Date: _____

Type in either **shift** or **capslock** to make each statement correct.

or

1. Can print symbols _____
2. Is a toggle key _____
3. Is in 1 location _____
4. Needs to be held down while pressing another key _____
5. Is in 2 locations _____
6. Can be used with number keys _____
7. Has a status light when on _____
8. Better to use if there are a lot of capital letters _____

Type in either **backspace** or **delete** to make each statement correct

9. In 1 location _____
10. In 2 locations _____
11. Erases to the left of the cursor _____
12. Is a bigger key _____
13. Erases to the right of the cursor

    _____
14. Has an arrow on it _____