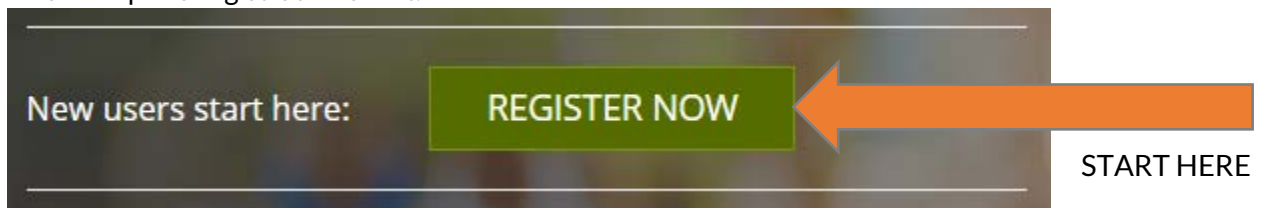# KCDS VIRTUAL SERVICES | TYPEFOCUS

HOW TO LOG INTO THE ASSESSMENT:

1. Read these instructions and click the **Typefocus** button at the bottom of this page. This will open an external website in a new tab.

2. Click on **Register Now**
   This will open a registration sheet.

START HERE

3. Fill in the registration form:

* First name:

* Last name:

You can use any name and last name, including nicknames

* Email address:
Note: your email is used to log back in.

* Confirm email address:

Use any email address you have access to (the site doesn't send anything to this email)

* Password:
Can only include letters and numbers.

* Confirm Password:
Can only include letters and numbers.

We suggest using *typefocus* as your password, as it is easy to remember

Enter your Access Code here:
*Access Code: **?**
Enter your Access Code here.

Enter Access Code:
kcds2013

4. Have fun!

Click the button
to go the assessments