

Word Processing Techniques

**8975-22-022 (Essential)
8975-23-023 (Intermediate)
8975-25-025 (Advanced)**

Performance Codes

AA	Narrow fail	AA
AB	Insufficient work submitted	AB
AC	Failure to follow instructions	AC
AD	Accuracy standard not met	AD
AE	Production rate	AE
AF	Proof-reading	AF
AG	Layout/formatting	AG
AL	Poor interpretation of manuscript	AL
AM	Inadequate control of functions	AM