**Scavenger Hunt D: Search Terms**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Date: |  |

**Directions:** Read “Using the Handbook” on page iii in *All Write*. Once you understand how your handbook works, use it to answer the questions that follow.

1. How many **meters** are in one mile?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1,609.3 | meters | (page | 482 | ) |

1. Do **periods and commas** that follow quoted material go **inside** or **outside** quotation marks?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Inside |  | (page | 394 | ) |

1. What is the first **level of thinking** you practice in school?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Remembering |  | (page | 264 | ) |

1. What information is found in a heading for a **business letter**?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The writer’s address and the date |  | (page | 238 | ) |

1. What are the five steps in the **writing process**?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Prewriting |  | writing |  |  | revising |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| editing |  | publishing |  | (page | 3 | ) |

1. You **capitalize** words such as *mother, father, aunt,* and *uncle* when . . .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| they are used as names | . | (page | 402 | ) |

1. An **idiom** is . . .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| a phrase used in a special way. | . | (page | 101 or 431 | ) |

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