**Scavenger Hunt D: Find the Pages**

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| Name: |  | Date: |  |

**Directions** Using the handbook index (pages 490-504), answer the questions that follow.

1. What page explains the parts of a business letter?

Page 204

1. What part of a business letter includes the sender’s address?

Heading

1. What page helps you find or form a focus?

Page 46

1. What two ideas go into a strong focus statement?

The topic and focus

1. What pages give information about television viewing?

Pages 376-377

1. What is the main purpose of commercials?

To get you to buy things

1. What pages show how to punctuate titles?

Page 440, 442

1. What punctuation is used for the title of a song?

Quotations marks

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