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The first section of a letter is the heading. This information tells you where the letter is from.

A letter is a short story and sometimes includes a picture. The picture shows you what the letter is about.

1. What do you think the book will be about?

1. In what part would you find information about the different stages of a letter?

2. What part of information would you find on page 10?

3. What could you be reading about if you were on page 11?

4. If you didn't know it was a letter, how would you know what part would you find the heading? What is the purpose of the book cover?

