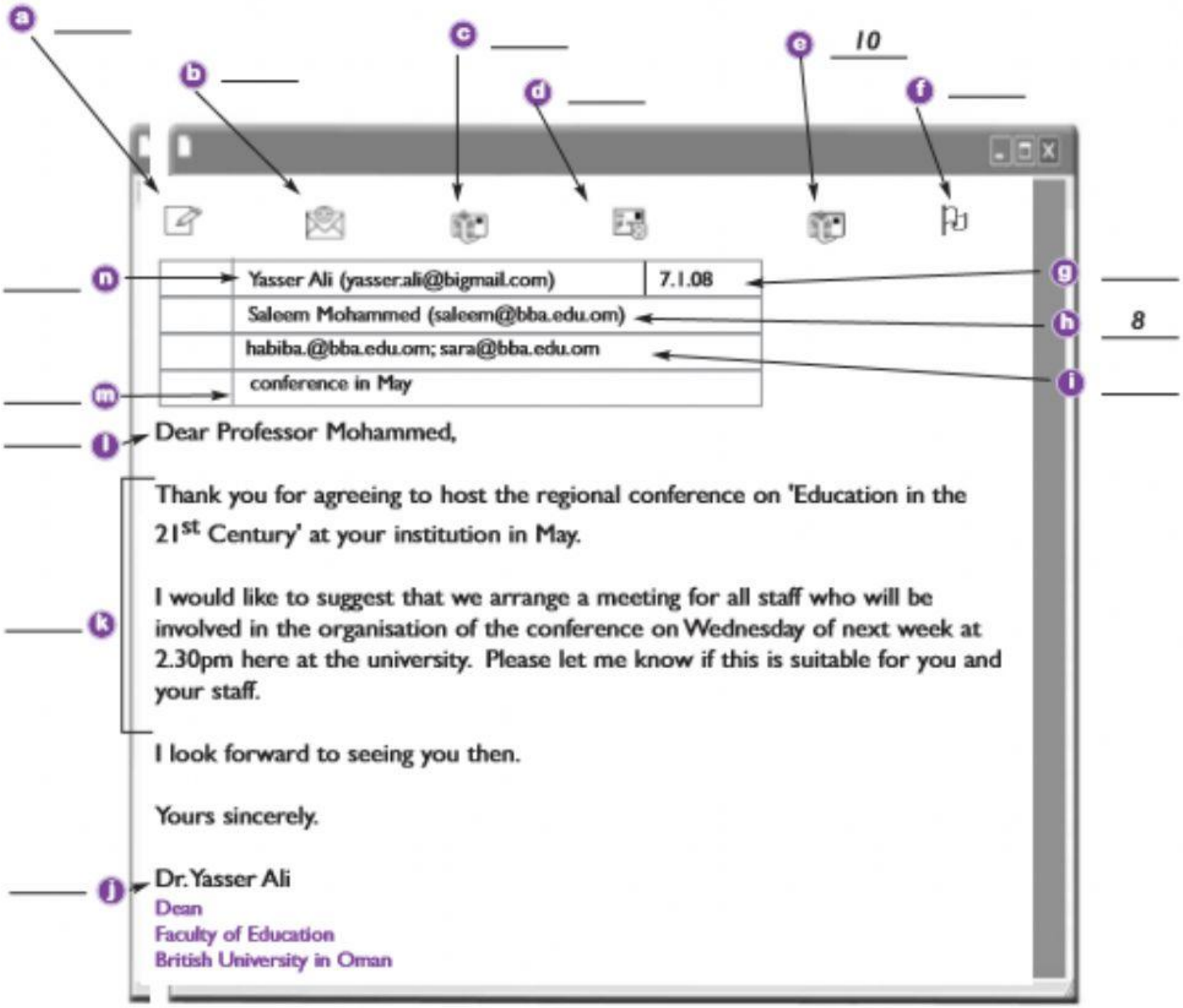
1 **Label the diagram below with the different parts of an e-mail. Put the number of each item next to the correct letter.**

1. new message
2. forward
3. body of text
4. send
5. sender
6. greeting
7. reply
8. recipient
9. signature
10. reply-to-all
11. subject line
12. copy to (CC)
13. flag
14. date