

- 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

