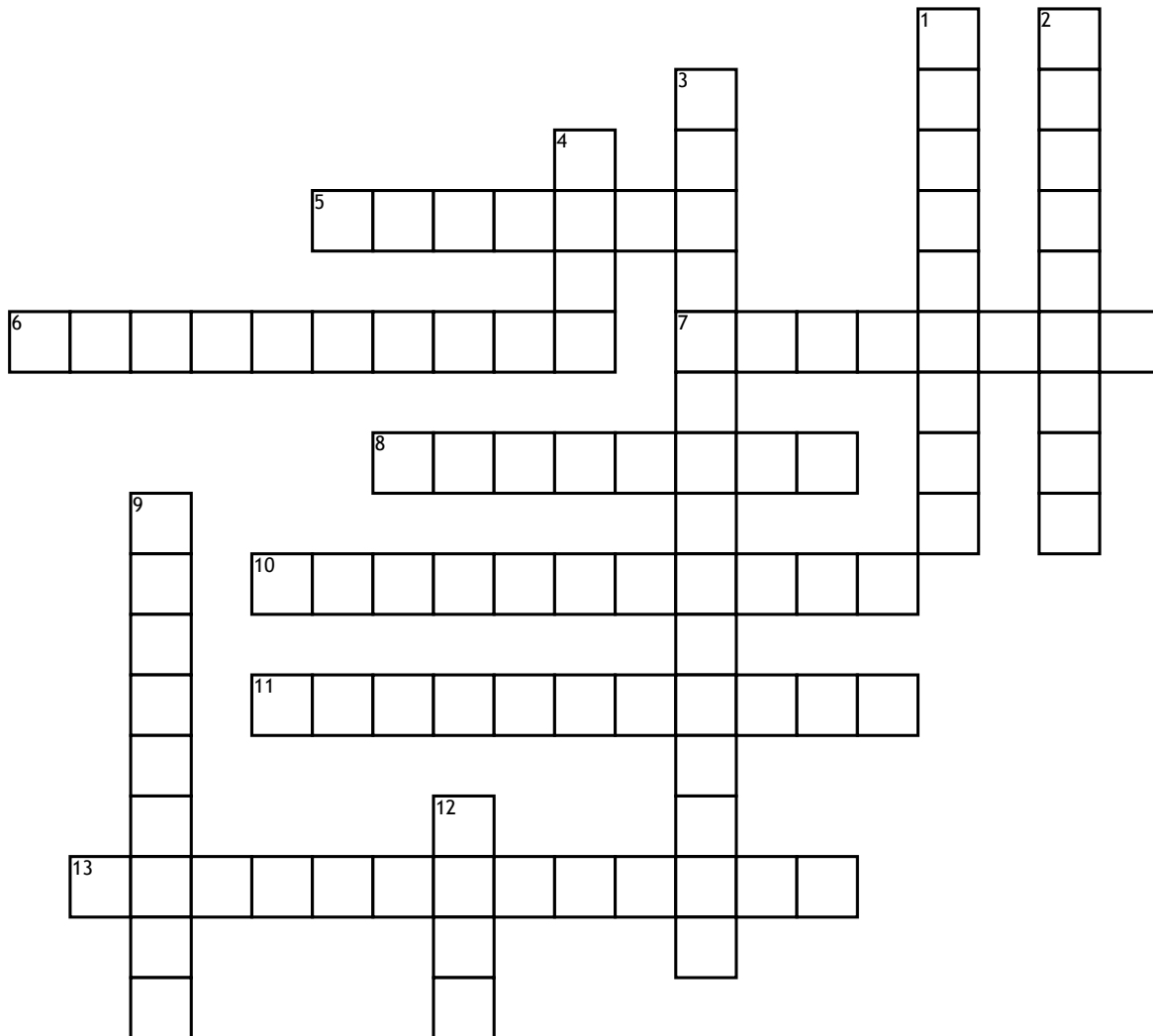


MOA X-Word 1



Across

5. Create a record, provide/request info, or persuade

6. Most developed and detailed summary and often includes an opinion

7. Graphic percentage of a whole

8. Who will read what I have written?

10. most common of the summaries

11. The most detail of all the illustrations

13. Some lines of this letter are centred

Down

1. A phone Tree, as an example

2. Shows change over time

3. No punctuation with greetings or salutations

4. The "feel" of your message

9. Left margin line up-Type of Letter format

12. Internal communication only