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\***a** indicates assessment

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## Chapter 1 *Finding Information*

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Mrs. Smith's class made a list of their telephone numbers. They listed their last names first. They put their names in alphabetical order.

Mrs. Smith's Class Phone Numbers	
Baker, Joe	555-3321
Cook, Mary	555-6123
Flood, Patrick	555-5478
Fredericks, Brenda	555-0121
Goldman, John	555-7896
Gordon, Marissa	555-0118
Henry, Susan	555-4545
Henry, Thomas	555-2123
Herraro, Eric	555-0116
Jones, Luis	555-1478
Miller, Litesha	555-8956
Mills, Kathryn	555-4549

1. Names start with capital letters. Circle the capital letters in the list above.

Sentences start with capital letters. Answer the questions with complete sentences.

2. How many students are in Mrs. Smith's class?

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3. What two students have the same last name?

---

4. Where would your name fit in this list?

---

5. Why would the class want a list like this?

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*alphabetical order*

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A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
a b c d e f g h i j k l m n o p q r s t u v w x y z

To put words in alphabetical order, look at each first letter.

↓                      ↓                      ↓                      ↓  
application      car                      door                      engine  
↓                      ↓  
license              office

If the first letters are the same, look at the second letter.

↓                      ↓                      ↓                      ↓  
same                      school                      seat                      show

If the first and second letters are the same, look at the third letter.

↓                      ↓                      ↓                      ↓  
than                      then                      this                      those

**1.** Write these words in alphabetical order.

name \_\_\_\_\_  
letter \_\_\_\_\_  
month \_\_\_\_\_  
capital \_\_\_\_\_  
day \_\_\_\_\_

**2.** Write these words in alphabetical order.

drive \_\_\_\_\_  
test \_\_\_\_\_  
tried \_\_\_\_\_  
passed \_\_\_\_\_  
puzzle \_\_\_\_\_

**3.** Write these words in alphabetical order.

pan \_\_\_\_\_  
press \_\_\_\_\_  
pound \_\_\_\_\_  
punch \_\_\_\_\_  
phone \_\_\_\_\_

**4.** Write these words in alphabetical order.

child \_\_\_\_\_  
chunk \_\_\_\_\_  
champ \_\_\_\_\_  
chew \_\_\_\_\_  
chore \_\_\_\_\_

---

*alphabetical order*

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Write these word lists in alphabetical order.

- |                |                     |
|----------------|---------------------|
| 1. bus _____   | 2. grapefruit _____ |
| train _____    | pineapple _____     |
| bicycle _____  | pears _____         |
| tractor _____  | grapes _____        |
| truck _____    | peaches _____       |
| 3. king _____  | 4. Susan _____      |
| queen _____    | Terrance _____      |
| princess _____ | John _____          |
| prince _____   | Sally _____         |
| lord _____     | Jamal _____         |
| lady _____     | Tammy _____         |
5. New York \_\_\_\_\_
- New Jersey \_\_\_\_\_
- New Mexico \_\_\_\_\_
- New Hampshire \_\_\_\_\_
- New England \_\_\_\_\_
6. Thomas, Mary \_\_\_\_\_
- Thompson, Steven \_\_\_\_\_
- Thompson, Sam \_\_\_\_\_
- Thomallari, F. J. \_\_\_\_\_
- Thomas, Serina \_\_\_\_\_