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Notes: **1. PART I** contains explanations and examples of the "puzzle" exercises which are found in Part II.

2. PART II contains practice puzzles, check quizzes, and check tests. These are referenced to corresponding explanations in PART I.

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Nothing is impossible.

The word itself says, "I'm possible."

—Audrey Hepburn

"Watch your thoughts, for they become words.

Watch your words, for they become actions.

Watch your actions, for they become habits.

Watch your habits, for they become character.

Watch your character, for it becomes your destiny."

—unknown