

## FEATURES OF INFORMATIONAL TEXTS

**\*\* Teacher role is to explicitly teach these. Note: Reader's aids are encompassed within the general category of text features.**

**\*\* Student role is to evaluate text features and utilize these to enhance their own understanding of the information presented.**

<b><i>Print Features</i></b>		
<ul style="list-style-type: none"> <li>❖ font</li> <li>❖ bold print</li> <li>❖ colored print</li> <li>❖ italics</li> <li>❖ parenthetical references</li> <li>❖ footnotes</li> </ul>	<ul style="list-style-type: none"> <li>❖ bullets</li> <li>❖ titles</li> <li>❖ headings</li> <li>❖ subheadings</li> <li>❖ sidebars and pull-down boxes</li> </ul>	<ul style="list-style-type: none"> <li>❖ labels</li> <li>❖ captions</li> <li>❖ number of columns on a page</li> <li>❖ symbols and icons</li> <li>❖ quotations</li> </ul>
<b><i>Graphic Aids</i></b>		
<ul style="list-style-type: none"> <li>❖ diagrams</li> <li>❖ graphs</li> <li>❖ figures</li> <li>❖ schedules</li> </ul>	<ul style="list-style-type: none"> <li>❖ maps</li> <li>❖ charts</li> <li>❖ tables</li> <li>❖ articles</li> </ul>	<ul style="list-style-type: none"> <li>❖ cross-sections</li> <li>❖ timelines</li> <li>❖ overlays</li> <li>❖ documents</li> </ul>
<b><i>Organizational Aids</i></b>		
<ul style="list-style-type: none"> <li>❖ table of contents</li> <li>❖ index</li> <li>❖ guide words</li> </ul>	<ul style="list-style-type: none"> <li>❖ glossary</li> <li>❖ preface</li> <li>❖ headers and footers</li> </ul>	<ul style="list-style-type: none"> <li>❖ pronunciation guide</li> <li>❖ appendix</li> </ul>
<b><i>Illustrations</i></b>		
<ul style="list-style-type: none"> <li>❖ photographs</li> <li>❖ drawings</li> <li>❖ cartoons</li> <li>❖ sketches</li> </ul>	<ul style="list-style-type: none"> <li>❖ acrylic, watercolor, oil paintings</li> <li>❖ advertisements</li> <li>❖ posters</li> </ul>	