# Text Features

- **Bold letters** – makes a word stand out so you know it is important

- *Italics – words that are slanted*

- Timeline – shows when things happen, usually has dates on it

- glossary – a small dictionary in the back of a book that gives vocabulary words that are found in the book

- title – the name of a text, helps introduce the text

- heading – tells the topic of a section of text

- table of contents – tells you which page a chapter or unit starts on, tells us what we will be able to read about in the text, located in the front of the book and shows where the units are located and is isted in numerical order

  - Example –
    - Types of dogs          pg 5
    - What dogs like to eat   pg 9
    - Dogs as helpers         pg 11

- index – a list of important words, people, places, and events and the page numbers they are on; it is in the back of a book

- diagrams – found through the text to help you understand certain information, it labels information to help us learn about it

- maps – shows the location of a topic in the text, it labels where places are locate

- caption – the small words found near a picture or diagram that explains what you are seeing

- key words – important words in a text that are usually printed in **bold** or *italics*