My Text

Features

Notebook

Examples of

Text features

Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Table of Contents

A table of contents lists the chapters or articles in a book or magazine, and the page numbers for each chapter or article. Glue an example of a table of contents on this page.

1

Index

An index lists all the topics or people found in a book, and the page numbers where you can find information about the topic or person. Glue an example of an index on this page.

9

**Bold Print**

Bold print calls attention to a word or phrase that is important for understanding a text. Glue an example of **bold print** on this page.

2

Icons

Icons can be signs that give directions to people, or pictures that everyone understands. Icons can also be found on computers and on websites. Glue an example of an icon on this page.

3

Glossary

A glossary gives definitions for new or important words in a text. Glue an example of a glossary here.

8

*Italics*

Words printed in *italics* are important words or phrases, or indicate someone’s thoughts or words. Glue an example of *italics* on this page.

7

Electronic Menus

Electronic menus are seen on websites. You are able to find what you want, much like looking at a table of contents in a book. Glue an example of an electronic menu on this page.

4

Headings

Headings are large print bold titles above large sections of a book or article. Headings give you a preview of what a section of a book or article is about. Glue an example of a heading on this page.

5

Sub-Headings

Sub-headings are bold print titles that can be found within the large sections of text below the headings. Sub-headings give you a preview of a small portion of text. Glue an example of a sub-heading on this page.

6