

Informational Text Features Reference Sheet

Informational text features help readers quickly locate information, understand complex topics, and grasp the central ideas presented in the text. They enhance readability and make it easier to navigate through the material.

- **title:** the name of the piece
- **heading:** a section title that summarizes its content
- **subheading:** a section title that summarizes the content of a smaller section within a larger section
- **graphic:** a visual representation of information or data, such as a map, timeline, graph, chart, diagram, or infographic
- **sidebar:** a separate section that provides additional information
- **bold words:** words that are emphasized for importance
- **image:** a photograph, illustration, or symbol that visually represents some aspect of the topic
- **caption:** a brief description accompanying an image or graphic
- **pull quote:** a graphic design element used to grab the reader's attention and highlight a key point from the main text