Features of Non-Fiction Texts

Glossary

A glossary is like a dictionary, which explains what key words from the text mean.

Index Page

The index is usually at the back of the book. It lists important words from the book in alphabetical order.

Captions

A caption is a phrase or sentence which explains what is shown or happening in a picture.

Labels

Labels are words which help you to identify a picture and its parts.

Contents Page

A contents page is at the front of a book. It tells you what is in the book in order, listing the titles of the chapters or sections.

Photographs

These are pictures throughout the text to show you what things look like.

Sub-headings

Sub-headings are mini titles throughout a text which tell you what that specific section is about. They are usually bold or bigger than the rest of the writing.

Headings

A heading is the main title of the text, which tells you what the text as a whole will be about.

