**Text Features/Organization in Informational Text**

**Section 1**

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| 00:00:01 | TEACHER: We're working to answer today's lesson question. How does the organization of a text influence the reader? If you take a look at the screen, you'll see the street signs show the direction for Rodeo Drive, which is a well-known street in Beverly Hills, California. The street signs help you to identify the street. Without the signs, you would have difficulty |
| 00:00:23 | getting around the city. We've identified the ways that we keep ourselves and others in a community, say, from sickness. Today's text is scientific. And it presents a lot of information. Let's think about how the features of an informational text can help you find your way around unfamiliar material. |
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**Section 2**

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| 00:00:01 | TEACHER:Text features are organizational and graphic aids that are built into the text to make reading easier. They include images, or visual aids, that support the text. These pictures help a reader understand what something looks like. They also include captions, or text that appears underneath images, that describes the images. Captions usually describe or make a connection between the |
| 00:00:28 | image and the text. Another text feature you're likely to see are charts and graphs, which organize and sort information. They present and summarize information visually. Graphs can be used to identify trends, and show relationships, and to compare different sets of information in a clear, visual way. Finally, there are headings and subheadings, which divide |
| 00:00:54 | parts of a book into logical units. Headings help guide the reader through the text, by highlighting key ideas. Subheadings provide more information about those ideas. Next, you'll be looking more closely at images and captions. A caption is a brief explanation describing what's in a picture, graph, or image. |
| 00:01:19 | An image helps a reader understand what something looks like. For example, if a text refers to a 1905 Panhard you might know that it was referring to a car. But you've probably never seen a car this old or this specific type of car. However, if you look at the picture, you'd see that it was referring to an automobile that looks like this. |
| 00:01:43 | A caption helps a reader understand what it is in the picture or the photo. A caption usually makes a connection to the text. This caption says, "The new four-passenger Panhard landaulet represents the latest Parisian thought in exclusive town cars. The cost of the four-cylinder 15-horsepower chassis is $4,600, while the cost of the body depends upon its size and |
| 00:02:13 | arrangement." This caption helps you understand that this was a luxury car in Paris and was very expensive for the time. Take a moment to think about why captions are important. |

**Section 4**

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| 00:00:01 | TEACHER: The purpose of a chart or graph is to present and summarize information. A graph makes comparisons between sets of information that often include numbers and can also be used to identify trends and show relationships. This graph shows the heights of various structures in the world. The red building is the Burj, Dubai and it's the tallest |
| 00:00:25 | building on the chart. The graph helps you compare the different heights by showing you visually what each building looks like and how tall it is relative to the others. If you're familiar with any one of these buildings, the way this graph is organized would help you understand how the other buildings compare. Think about what kind of information you can get from |
| 00:00:49 | looking at a chart or graph. |

**Section 6**

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| 00:00:01 | TEACHER: A heading is put into a text to categorize information within a chapter. Headings help guide the reader through the text by pointing out key ideas. Subheadings provide more information about the ideas highlighted in the heading. In this example, the heading grabs the reader's attention by talking about a killer, and using an exclamation point. |
| 00:00:25 | "A Killer Strikes!" A key idea in this text is that something deadly will have a bad effect on something else. The subheading, that appears under the heading, provides more specific information about the dilemma. "A girl and her mother die of the flu, and experts are called in to find out why." The subheading clarifies that the killer is a disease called |
| 00:00:54 | the flu, and not a person with a weapon. Now you're ready to check and see if you understand the purpose of headings and subheadings. |

**Section 8**

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| 00:00:01 | TEACHER: We're working to answer the lesson question, how does the organization of a text influence the reader? You've learned the purpose of a variety of text features, so far, which, like road signs, help you understand how streets are organized, help clarify ideas within a text. But text features aren't the only features of a text that can help you understand how the text is organized. The Table of Contents is also a useful tool for quickly |
| 00:00:32 | knowing where you want to go in a text. Let's look at how to read a Table of Contents next. |

**Section 9**

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| 00:00:01 | TEACHER: Looking at the parts of a book helps a reader to predict what the book is about. The table of contents is the part of a book that provides the structure of a text. This gives the readers an overview of the content, tells the order of information in the text, helps readers find specific information, and includes the page numbers where information can be found. |
| 00:00:25 | This table of contents is from a science fiction magazine. It includes the names of the stories and the numbers of the pages where the stories can be found. Next, you'll look at the different ways you can use a table of contents. There are different ways to use a table of contents. To preview what will be covered in a book, you can skim through the chapter titles to get an idea of what |
| 00:00:52 | the book contains. This might help you to see if the book will be useful, especially if you're researching. A table of contents can help you to build background knowledge. You can think about what you already know about the subject based on the chapters, and consider why the author has sequenced the material in a certain way. |
| 00:01:13 | A table of contents can also help you to see how chapters are related to one another. It gives you a sense of how the writer connects information about a topic. Another common way a table of contents is used is to locate a specific chapter to answer a question. A table of contents can help you narrow down the location of certain information in the book without having to examine |
| 00:01:37 | every single page. Next you'll try using a table of contents. |

**Section 11**

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| 00:00:01 | TEACHER: There are two ways to read a book, sequentially, which is another word for in the sequence of the chapters, or by skimming to find specific parts of a text. Which strategy you use depends on your goal for reading. When you read sequentially, you read the book in order from the first chapter to the last. Reading sequentially is the best choice when looking for general information about a topic. |
| 00:00:27 | When you skim, you use the table of contents to skip to certain pages or chapters about a specific topic. You don't read the entire book, but look up and read only selected text. Skimming is best when researching or looking at a certain topic, or when you have a specific question that you want to answer. It's important to think about when you should read a book |
| 00:00:54 | sequentially as opposed to when you should skim the text. |