



Help the Non-Fiction Ninjas find these features in your non-fiction books!  
Start by finding the title on the front cover and then look for the features below.

### Contents Page

You will find this at the front of the book. It tells you the title of each section in order and shows which page number they are on.

### Labels

These are words that tell you the names of the different things that are in a picture. There are sometimes arrows pointing from the word to the picture.

### Index

You will find this at the back of the book. It is a list of important topic or key words from the book. The words are in alphabetical order.

### Caption

A short phrase or sentence that tells the reader what is shown or is happening in a picture.

### Glossary

This is like a dictionary. It explains the meaning of key words in the text. It is usually at the back of a book.



### Photographs

Photographs show us what things look like. They have been taken with a camera and not drawn by an illustrator.



### Heading

Each section of a non-fiction book has a title that tells you what the text will be about. This is called a heading. Some books also have **sub-headings** that show the reader what different parts of each section are about.

### Bold and Italic Fonts

**Bold** and *italic* fonts are used to show the reader important information and words by making them look different to the other text on a page.

