



***Getting Around Non-Fiction***

**like**

**Thieves**

A top-down view of a desk with a wooden surface. A white sheet of paper is centered on the desk. In the bottom-left corner, a fountain pen with a black barrel and gold accents is visible. In the top-right corner, a brass fastener is partially visible. The text "Getting Around..." is printed in the center of the paper.

**Getting Around...**

# First, look at the “big picture”

- There are several features that can help you get around your textbook: use them to find information!

# 1. Table of Contents

- The Table of Contents is:
  - Located at the front of the book,
  - A list of the ‘big ideas’ and where to find them.
  - grouped into units, chapters, and sections.
- Use it to:
  - Find the big topics
  - Preview the book

## 2. Index

- The index is:
  - Located at the back of the book
  - An alphabetical list of important terms and concepts in the book.
- Use it to:
  - Look up SPECIFIC terms or concepts.
  - Help decide if a book contains useful information for a topic you're researching.

# 3. Glossary

- The glossary is:
  - Located at the back of the book, before the index.
  - A “mini-dictionary” of important terms and concepts used in the book
- Use it to:
  - Deepen your understanding as you read

# Becoming THIEVES



# What is THIEVES?

- It is a way to remember the features of a text that can help you:
  - Preview the reading and deepen your understanding of the material
  - Find information quickly and accurately



# How does it work?

- Simple: When reading a non-fiction text, you ask yourself **KEY QUESTIONS** that help you:
  - **C**onnect with prior knowledge
  - **A**nticipate the content
  - **F**ocus on the bigger issue / topic

# Key Parts

- Title
- Heading
- Introduction
- Every first sentence
- Visuals and Vocabulary
- End of Section / Chapter
- Summary

# Title

- What is the title?
- What do I already know about this topic?
- What do I think I will be reading about?
- What does this topic have to do with what I am studying / researching?
- Is the title factual, or does it state an opinion?

# Heading

- What does this heading tell me I will be reading about?
- How does the heading connect with the title?
- How can I turn this heading into a question that is likely to be answered in the text?

# Introduction

- Is there an opening paragraph, perhaps italicized?
- If there is one:
  - What does the introduction tell me I will be reading about - what's the main idea?
  - Do I know anything about this topic already?

# Every First Sentence

- What does the sentence tell me I will be reading about in the paragraph?
- How does the first sentence connect with the heading?
- How can I turn this sentence into a question that is likely to be answered in the paragraph?

# Visuals and Vocabulary

- Does the chapter include photographs, drawings, maps, charts, or graphs?
  - How do they connect to the text?
  - How do they help me better understand the meaning?
- Does the chapter include key vocabulary / boldfaced words?
  - Do I know what the boldfaced words mean?
  - Can I tell the meaning of the boldfaced words from the sentences in which they are embedded or should I use the **glossary**?
  - Is there a list of key vocabulary terms and definitions?

**\*\* Always look up words you don't know! \*\***

# End-of-section / chapter

- What do the questions ask?
- What information do they emphasize as important?
- What information do I learn from the questions?
  - Preview the end-of-chapter questions so that you may focus on key information as you read!



# Summary

- Is there a brief summary of the chapter, or summary questions?
- What do I understand and recall about the topics covered in the summary?
- What are the important facts and ideas emphasized in the summary?