All About Books and Other Written Texts

Everyday we encounter books and other things we read. There are many types of written texts, but what you find inside of each one may be different. How books and other texts are written is also important. There are many words used to describe books and other written texts. We’ve grouped these words into three groups.
All About Books and Other Written Texts

- Types of Written Texts
- What's Inside a Text
- How Books and Other Texts are Written

All About Books and Other Written Texts
Types of Written Texts

Everyday you may come across many types of written texts. Do you like to read stories or novels? Have you ever used a dictionary at school or home? We’ve grouped some of these important types of written texts together.
General Types of Texts:
- media
- text
- book
- poem
- play

Fiction Texts:
- fiction
- literature
- novel
- legend
- story
- tale

Nonfiction Texts:
- nonfiction
- essay
- article
- magazine
- newspaper
- speech

Reference Texts:
- manual
- dictionary
- encyclopedia
- report
- article
- journal

Notes and Messages:
- letter
- note
- message

All About Books and Other Written Texts—Types of Written Texts
media  

The media includes television, radio, newspapers, magazines, and the Internet.
text
(text)

The word *text* is used to describe words that make up the main part of a book, magazine, newspaper, web site, etc.

The word *text* is also used to describe a whole book or other piece of writing by itself.
book
(book)

A book is set of printed sheets of paper that are held together inside a cover.
A *poem* is a piece of writing that is written in separate lines, often has a repeated rhythm, and sometimes repeated rhyme.
A *play* is a story that is acted out on stage. Actors practice their parts of the play using a script or written version of the play.
Fiction refers to written stories about people and events that are not real.
The word literature refers to written works (such as poems, plays, and novels) that are considered to be very good and to have lasting importance.

Libraries and bookstores often have a literature section.
A *novel* is a long written story that is usually about imaginary characters and events.
legend  

A *legend* is a story from the past that is believed by many people but cannot be proved to be true.
story
(sto·ry)
A story is a fictional text that is shorter than a novel.

©2014 by Personal Creations at Flickr. Some rights reserved. https://creativecommons.org/licenses/by/2.0/
Once upon a time…

A tale is a story about imaginary events.
nonfiction
(non·fic·tion)

Nonfiction texts are about or based on facts and real events.
An essay is a short piece of writing that tells a person's thoughts or opinions about a subject.
An article is a piece of writing about a particular subject that is included in a magazine, newspaper, etc.
Magazines are a collection of essays, stories, and pictures that are usually published once a week or once a month.
newspaper
(news·pa·per)
A *speech* is spoken in front of people. Speeches are usually written before they are spoken.

“I have a dream that my four little children will one day live in a nation where they will not be judged by the color of their skin but by the content of their character.”
A manual is small book that is about information on something.
dictionary
(dic·tio·nary)
encyclopedia
(en·cy·clo·pe·dia)
A report is a story in a newspaper or on radio or television that is about something that happened or that gives information about something.
A journal is a book that you write down your personal experiences and thoughts.
A letter is usually a personal message addressed to a person or organization.
A note is a short piece of writing that is used to help someone remember something.
message
(mes·sage)

A *message* is a piece of information that is sent or given to someone.
All About Books and Other Written Works—

What's Inside a Text
All About Books and Other Written Texts

- Types of Written Texts
- What's Inside a Text
- How Books and Other Texts are Written

All About Books and Other Written Texts
What's Inside a Text

Don’t judge a book by its cover! The title of the text, how it is organized, and the images and illustrations in the text are all important parts of a text you are reading.
All About Books and Other Written Texts—What's Inside a Text

How Texts are Organized:
- page
- chapter
- paragraph
- sentence
- volume

Titles of Texts:
- title
- entitle
- label

Helpful Images Found in Texts:
- chart
- diagram
- graph
title
(ti·tle)

A *title* is the name given to something.

entitle
(en·ti·tle)

To *entitle* means to give a text a title.
A *label* is a word or phrase that describes or identifies something or someone.
A *page* is a piece of paper within a text.
A *chapter* is a section of a book.

Lily eyed the piece of bark up close and compared it to the picture in her book. They didn’t match. They *never* matched. She scowled.

Dark shadows drifted across Ebb’s bright green lawn. A breeze kicked up, carrying with it the ringing sound of Mr. Clippers’ shears, snipping and snapping at errant strands of grass. The vast network of branches above Lily’s head sighed, and a great shifting sea of bright amber leaves waved at her . . . mockingly, she thought.

Lily slammed the book shut, tucked it under her arm, and
A paragraph is a part of a piece of writing that deals with one subject and that is made up of many sentences.

One day, amid clouds of dust, the noisy shouts of the camel boys, and the thud of camel hooves, a large caravan passed through the town. Androcles saw his chance. He ran along with the stragglers behind the caravan as if he were part of it. Soon he was safely out of the town and away from his master. But still Androcles was afraid. Every time anyone spoke to him he feared he would be recognized as a runaway slave.
sentence
(sen·tence)

“They made up their minds to set out to roam”
volume
(vol·ume)

A *volume* is one of a series of books that together form a complete work or collection.
A chart is information presented in the form of a table and diagram.
A diagram is a drawing that explains or shows the parts of something.
All About Books and Other Written Works—
How Books and Other Texts Are Written
All About Books and Other Written Texts

Types of Written Texts

What's Inside a Text

How Books and Other Texts are Written
How Books and Other Texts Are Written

Have you ever wondered how a book is written? An author goes through a writing process and uses many supplies before his or her work is published.
All About Books and Other Written Texts—How Books and Other Texts are Written

The Writing Process:
* write
* spell
* draft
* edit

Supplies Used When Writing:
* paper
* pad
* ink
* pen
* pencil
* envelope

Publishing a Written Piece:
* press
* print
**write**

*(write)*

To *write* refers to forming letters or numbers on a surface with a pen, paper, or typing them on a computer.

---

**spell**

*(spell)*

To *spell* means to name, write, or print in order the letters of a word.

---

©2009 by jeffrey james pacres at Flickr Some rights reserved. [https://creativecommons.org/licenses/by-nc-nd/2.0/](https://creativecommons.org/licenses/by-nc-nd/2.0/)
**draft**

 (*draft*)

A draft is a version of something that you make before you make the final version.

Drafts are edited in order to make them better.
edit
(ed·it)

To edit means to make changes and correct mistakes.
pad
(pad)
Ink is a colored liquid that is used for writing.
pen

(pen)
pencil
(pen·cil)
envelope
(en·ve·lope)
To *publish* something that is written means that many copies of the text are printed or made available for people to read.
print
(print)