

Preview Checklist

Name: _____

Title: _____

Page: _____ - _____

- ☐ Title
- ☐ Subtitles
- ☐ Bold-faced words
- ☐ Repeated words
- ☐ Boxed items
- ☐ Diagrams, graphs, charts, maps
- ☐ Photographs, illustrations and their captions
- ☐ Selection guides
- ☐ First and last paragraph