**INFO SHEET #2: TEXTUAL AIDS IN UNDERSTANDING TEXTS**

**Competency**

**MELC:** EN10RC-Ia-2.15.2 Determine the effect of textual aids like advance organizers, titles, non-linear illustrations, etc. on the understanding of a text.

**Objectives**

After the end of the lessons, the learners are expected to be able to:

1. Identify the different examples of textual aids that may be used in understanding texts;
2. Use varied textual aids for better understanding of texts; and
3. Show the importance and use of textual aids in making information presentation more comprehensive and understandable for readers.

**Key Information**

**TEXTUAL AIDS**

Textual aids are educational instruments, could be written texts, or printed texts and other ways of emphasizing the essential phrases, thoughts, graphs, and/or images. It is also a tools or materials that provide support and facilitate understanding of texts. These aids are most of the time, graphical outlines or images that gives a general idea of a certain topic.

**NON-LINEAR TEXT**

Nonlinear text is the opposite of linear text. As its name suggests, it is nonlinear and non-sequential. In other words, the readers do not have to go through the text in a sequential manner in order to make sense of the text. This type of text has many reading paths since it’s the readers who decide the sequence of reading, not the author of the text.

There are many definitions of the term nonlinear text. Most people consider texts with visuals or graphs along with it as examples for nonlinear texts. Some examples include [flowcharts](https://www.differencebetween.com/difference-between-algorithm-and-vs-flowchart/#Flowchart), charts, and graphs (ex: pie chart, bar graphs), graphical organizers such as knowledge maps and story maps. In fact, any text that is not read from beginning to the end falls into the category of nonlinear text.

**Types of Non-linear Text**

1. **GRAPHIC ORGANIZER**

Graphic organizers are visual displays that have key content information. These textual aids provide learners with structure for abstract concepts. It usually created and designed for those who have trouble organizing information and thoughts. These are meant to help students to visualize ideas that are organized.

1. **CHARTS**

Chart is a graphical representation of data. It allows users to see what the results of data to better understand and predict current and future data.

1. **TABLES**

Table is an arrangement of information in rows and columns containing cells that make comparing and contrasting information easier.

1. **GRAPHS**

A graph is a visual representation of data, it shows the relationships between variables, making it easy for the audience to understand and analyze.

**Types of Graphs**

1. **Line Graphs**

A line graphs graphically displays data that changes continuously over time. Each line graph consists of points that connect data to show a trend (continuous change). Line graphs have an x-axis and a y-axis. In the most cases, time is distributed on the horizontal axis.

These techniques which contribute directly to the comprehension and recall of a listening input are called **listening strategies**.

These listening strategies may be categorized into two:

1. **Top-down** – this strategy is considered listener-based because it uses the listener’s background knowledge to make sense of the what of what s/he is listening to. This means that the listener can relate to what s/he is hearing because the topic may be familiar to him or her.

*Sample activities that use top-down listening strategy:*

* Putting a series of pictures or sequence of events in order.
* Listening to conversation and identify where they take place.
* Reading information about a topic then listening to find whether or not the same points are mentioned.
* Inferring the relationship between the people involved.

1. **Bottom-up** – this strategy is more *text-based* and focuses on listening for details and involve tasks that focus on understanding at a sound or word level. The listener relies on the language in the message (e.g. sounds, words and grammar) that creates the meaning.

*Possible activities that use bottom-up listening strategy:*

* Listening to an advertisement with special details to understand.
* Recognizing word and clause divisions.
* Using stress and intonation.
* Listening to a tongue-twister activity.

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Tennant, Adrian. (2020). Listening matters: Top-down and bottom-up listening. One-stop English. Macmillan Education Limited. Retrieved from https://www.onestopenglish.com/listening/listening-matters-top-down-and-bottom-up-listening/154567.article

Uses of Line Graph:

* When you want **to show trends**. For example, how house prices have increased over time.
* When you want **to make predictions** based on a data history over time.
* When **comparing** two or more different variables, situations, and information over a given period.

**b) Bar Graphs**

Bar graphs are among the most popular types of graphs and charts in economics, statistics, marketing, and visualization in digital customer experience. They are commonly used to compare several categories data. The bars are two (2) types: vertical or horizontal. It doesn’t matter which kind you will use.

Uses of Bar Graph:

* When you want to display data that are grouped into **nominal or ordinal categories**.
* **To compare data** among different categories.
* Bar graphs can also **show large data changes** over time.
* Bar graphs are ideal for visualizing the distribution of data when we have more than three categories.

**c) Pie Graphs**

Pie graphs displays data and statistics in an easy-to-understand ‘pie-slice’ format and illustrates numerical proportion. The pie graph breaks down a group into smaller pieces. It shows part-whole relationships. Pie graphs are widely used by data-driven marketers for displaying marketing data.

Uses of Pie Graph:

* When you want to create and **represent the composition** of something.
* It is very useful for displaying **nominal or ordinal** categories data.
* **To show percentage** or proportional data.
* When **comparing areas of growth** within a business such as profit.
* Pie graphs work best for displaying data for 3 to 7 categories.

**d) Pictographs**

The pictograph or pictogram is one of the more visually appealing types of graphs that display numerical information with the use of icons or picture symbols to represent data sets. A pictogram shows the frequency of data as images or symbols. Each image/symbol may represent one or more units of a given dataset. They are very easy to read statistical way of data visualization.

Uses of Pictographs:

* When **your audience prefers and understands** better displays that include icons and illustrations. Fun can promote learning.
* It’s habitual for infographics to use of a pictogram.
* When you want **to compare two points** in an emotionally powerful way.

**e) Histogram**

A histogram shows continuous data in ordered rectangular columns (to understand what is continuous data). Usually, there are **no gaps** between the columns. The histogram displays a frequency distribution (shape) of a data set. At first glance, histograms look alike to bar graphs. However, there is a key difference between them. Bar graph represents categorical data and histogram represent continuous data.

Uses of Histogram:

* When **the data is continuous**.
* When you want to represent the shape of the **data’s distribution**.
* When you want to see whether the outputs of two or more processes are different.
* To summarize **large data sets** graphically.
* To communicate the data distribution quickly to others.

**f) Venn Diagram**

Venn Diagram (also called primary diagram, set diagram or logic diagrams) uses overlapping circles to visualize the logical relationships between two or more group of items. The basic structure of the Venn diagram is usually overlapping circles. The items in the overlapping sections have specific common characteristics. Items in the outer portions of the circles do not have common traits.

**Proposed Performance Tasks**

Uses of Venn Diagram:

* When you want **to compare and contrast** groups of things.
* To categorize or group items.
* To illustrate **logical relationships** from various datasets.
* To identify all the possible relationships between collection of datasets.

**g) Pyramid Graph**

A pyramid graph is a chart in a pyramid shape or triangle shape. It is best for data that is organized in some kind of hierarchy. The levels show a progressive order.

Uses of Pyramid Graph:

* When you want to indicate a hierarchy level among the topics or other types of data.
* Pyramid graph is often used to represent progressive orders such as: “older to newer”, “more important to least important”, “specific to least specific”, etc.
* When you have a proportional or interconnected relationship between data sets.

1. **INFOGRAPHICS**

An infographic is a collection of imagery, data visualizations like pie charts and bar graphs, and minimal text that gives an easy-to-understand overview of a topic. It uses striking, engaging visuals to communicate information quickly and clearly.

Uses of Infographics:

* Provide a quick overview of a topic.
* Explain a complex process.
* Display research findings or survey data.
* Summarize a long blog post or report.
* Compare and contrast multiple options.
* Raise awareness about an issue or cause.

References:

Websites

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**Draw the Line**

Directions: Create a non-linear text based on the types given. Paste it in your notebook. Then, provide an explanation on the information presented by the chosen non-linear text.

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information. These textual aids actually provide learners

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