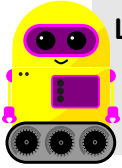


Layout Devices



Layout devices are often found in non-fiction texts and they are used to present information in a clear and appealing way to the reader. Layout devices include headings, sub-headings, columns, bullet points, tables and diagrams.

1) Draw a line to match each layout device to the correct definition.

Heading	Often used to organise information in a list. They allow the reader to locate key information quickly.
Sub-heading	A drawing or image that helps the reader to understand the text.
Columns	A title at the start of the text that tells the reader what the whole text is about.
Bullet points	Often used in newspaper or magazine articles. Shorter lines make the text easier to read.
Tables	A title for each section of a text that tells the reader what that part of the text is about.
Diagrams	Used to organise complicated information in an easy to understand way. They have rows and columns.

2) Present the information in the text below in a clearer way using a range of layout devices.

Elephants are the largest land mammals on earth. The two main species are the African elephant and the Asian elephant. They have huge bodies, large ears, long trunks and ivory tusks. African elephants can grow up to 3m tall and males weigh around 6,000 kg whereas females weigh approximately 3,000kg. Asian elephants are slightly smaller and can grow up to 2.7m tall. Males weigh approximately 4,000 kg compared to females who weigh approximately 2,700kg.

Male elephants tend to live in isolation or in small male groups. Females are led by a matriarch and the herd is made up of females and calves. There can be between eight and one hundred elephants in a herd. A single calf is born to a female once every four to five years after a gestation period of 22 months. The herd of females care for the calves. Females tend to stay with the herd for their entire lives, however males often leave as they grow up.

Elephants are herbivores and they spend up to eighteen hours a day eating. They enjoy grasses, leaves, twigs, fruit and bark. They require a lot of water and can consume around 200 litres a day. In times of drought, they are skilled at locating water underground.

Elephants have a range of adaptations that allow them to survive in hot climates. Their large ears act like fans when they flap them, helping them to stay cool. Their thin, wrinkly skin allows heat to easily escape from their bodies. Their long trunks help them to reach food in high up places and to suck up water from the ground. They even use their trunk as a snorkel when swimming underwater. Their tusks are used to strip bark and soft wood off trees. Due to their size, they are intimidating to other animals meaning that predators often stay away. The biggest threat to elephants is humans as they are illegally hunted for their ivory tusks. Asian elephants are classed as endangered.

