

Resources for using quotes properly

Hi everyone, here are the resources I showed you in the workshop today if you missed it.

Just follow the link and have a read through. If you have any questions please ask me.

Punctuating quotations correctly

From this page: <http://grammar.about.com/od/punctuationandmechanics/tp/quotemarks.htm> , accessed 07-11-2013

Quoting from different types of text

<<http://faculty.une.edu/cas/jgarrett1/ConventionsEssay.html>

Citations from the literary text: For a long text you should always include text citation information in parentheses, with the punctuation on the outside of the parentheses -- unless the citation is set off from the rest of the paper.

For a long poem such as *Beowulf*, include a lowercase "L" followed by a period and the line numbers (l. 115–121).

For a play include act, scene and lines like this: (2.4.10–15), for Act 2, scene 4, lines 10 through 15. Do not cite page numbers.

For a novel or short story, include just the page number in parentheses with no other punctuation, like this: (211).

In a more complex paper that cites multiple textual sources, include the last name of the author or writer for each citation with the page number, like this: (Tuttle 125) and (Majid 173). For a paper on a single short poem, you don't need to include line numbers, although referring to specific stanzas is helpful.

Short vs. Long Quotes

From: <http://www.writing.utoronto.ca/advice/using-sources/quotations>

How do I introduce a short quotation?

The following offers just one way of introducing the above quotation:

The ancient Greeks never saw a need to justify wars that were waged outside the walls of the city state. As Hannah Arendt points out in *On Revolution*, "we must turn to Roman antiquity to find the first justification of war, together with the first notion that there are just and unjust wars" (12). Yet the Roman conception of a just war differs sharply from more modern conceptions.

Since the quotation is relatively short, the brief introduction works. You could, however, strengthen your analysis by demonstrating the significance of the passage within your own argument.

Introducing your quotation with a full sentence would help you assert greater control over the material:

The ancient Greeks never saw a need to justify wars that were waged outside the walls of the city state. In *On Revolution*, Hannah Arendt points to the role the Romans played in laying the foundation for later thinking about the ethics of waging war: "we must turn to Roman antiquity to find the first justification of war, together with the first notion that there are just and unjust wars" (12). Yet the Roman conception of a just war differs sharply from more modern conceptions.

In these two examples, observe the forms of punctuation used to introduce the quotations. When you introduce a quotation with a full sentence, you should always place a colon at the end of the introductory sentence. When you introduce a quotation with an incomplete sentence, you

usually place a comma after the introductory phrase. However, it has become grammatically acceptable to use a colon rather than a comma:

Arendt writes: "we must turn to Roman antiquity to find the first justification of war . . ."

If you are blending the quotation into your own sentence using the conjunction *that*, do not use any punctuation at all:

Arendt writes that "we must turn to Roman antiquity to find the first justification of war . . ."

If you are not sure whether to punctuate your introduction to a quotation, mentally remove the quotation marks, and ask yourself whether any punctuation is still required.

Finally, note that you can deviate from the common pattern of introduction followed by quotation. Weaving the phrases of others into your own prose offers a stylistically compelling way of maintaining control over your source material. Moreover, the technique of weaving can help you to produce a tighter argument. The following condenses twelve lines from Arendt's essay to fewer than three:

What Arendt refers to as the "well-known realities of power politics" began to lose their moral legitimacy when the First World War unleashed "the horribly destructive" forces of warfare "under conditions of modern technology" (13).

What verbs and phrases can I use to introduce my quotations?

Familiarize yourself with the various verbs commonly used to introduce quotations. Here is a partial list:

argues	writes	points out	concludes	comments	notes
maintains	suggests	insists	observes	counters	assert
states	claims	demonstrates	says	explains	reveals

Each verb has its own nuance. Make sure that the nuance matches your specific aims in introducing the quotation.

There are other ways to begin quotations. Here are three common phrasings:

In the words of X, . . . According to X, . . . In X's view, . . .

Vary the way you introduce quotations to avoid sounding monotonous. But never sacrifice precision of phrasing for the sake of variety.

How do I introduce a long quotation?

If your quotation is lengthy, you should almost always introduce it with a full sentence that helps capture how it fits into your argument. If your quotation is longer than four lines, do not place it in quotation marks. Instead, set it off as a **block quotation**:

Although Dickens never shied away from the political controversies of his time, he never, in Orwell's view, identified himself with any political program:

The truth is that Dickens' criticism of society is almost exclusively moral. Hence his lack of any constructive suggestion anywhere in his work. He attacks the law, parliamentary government, the educational system and so forth, without ever clearly suggesting what he would put in their places. Of course it is not necessarily the business of a novelist, or a satirist, to make constructive suggestions, but the point is that Dickens' attitude is at bottom not even destructive. . . . For in reality his target is not so much society as human nature. (416)

The full-sentence introduction to a block quotation helps demonstrate your grasp of the source material, and it adds analytical depth to your essay. But the introduction alone is not enough. Long

quotations almost invariably need to be followed by extended analysis. Never allow the quotation to do your work for you. Usually you will want to keep the quotation and your analysis together in the same paragraph. Hence it is a good idea to avoid ending a paragraph with a quotation. But if your analysis is lengthy, you may want to break it into several paragraphs, beginning afresh after the quotation.

Once in a while you can reverse the pattern of quotation followed by analysis. A felicitously worded or an authoritative quotation can, on occasion, nicely clinch an argument.

There is some flexibility in the rule that block quotations are for passages of four lines or more: a shorter passage can be represented as a block quotation if it is important enough to stand on its own. For example, when you are quoting two or more lines of **poetry**, you will probably want to display the verse as it appears on the page:

In the opening heroic couplet of *The Rape of the Lock*, Pope establishes the unheroic nature of the poem's subject matter:

What dire offense from amorous causes springs, What mighty contests rise from trivial things. (1-2)

If you choose to integrate verse into your own sentence, then use a slash surrounded by spaces to indicate line breaks:

In Eliot's *The Waste Land*, the symbols of a mythic past lie buried in "A heap of broken images, where the sun beats, / And the dead tree gives no shelter, the cricket no relief" (22-23).