

Basic Rules for Quoting Sources

APSU Writing Center Handout

Quotation marks are punctuation marks used in pairs to identify direct speech, a quotation, or a phrase.

When Should You Quote?

Use quotation marks to...

- Add credibility to your argument by including outside sources.
- Include someone else's exact words within your writing.
- Indicate the title of a short work, such as an article, poem, or story.

How to Use Quotation Marks

- Support your thesis and be relevant to your topic.
- Mention the author's name or title of the work.
- Explain why the quotation is included and how it supports your argument.
- This is also known as creating a quote sandwich or framing the quote.

Quote Sandwich

Top Bread: Provide context & use a signal phrase.

Filling: Include the quote with proper citation.

Bottom Bread: Explain the quote's significance.

Framing Example

Citing the islands of Fiji as a case in point, Bordo notes that “until television was introduced in 1995, the islands had no reported cases of eating disorders. In 1998, three years after programs from the United States and Britain began broadcasting there, 62 percent of the girls surveyed reported dieting” (149-50). Bordo’s point is that the Western cult of dieting is spreading even to remote places across the globe.[3]

Author Name in the Text

- **Example 1:** In Mary Shelley’s *Frankenstein*, it is said, “I ought to be thy Adam; but I am rather the fallen angel” (Chapter 10). Here, Shelley references the biblical story of the fallen angel.
- **Example 2:** Harper Lee writes as Atticus Finch in *To Kill a Mockingbird*: “You never really understand a person until you consider things from his point of view... until you climb inside of his skin and walk around in it” (36).

Author Name in the Quotation

- **Example:** “You never really understand a person until you consider things from his point of view... until you climb inside of his skin and walk around in it” (Lee 36).

Using Ellipses

If a quotation is long, you can omit unnecessary parts using ellipses (...).

- **Example:** In *Oliver Twist*, Charles Dickens conveys panic through repetition: “Ah, poor dear, so it is... Poor dear!” (3).

References

- California State University Writing Center. (Sept. 8, 2019). "Proper Use of Quotes and Quotation Marks." https://www.csusm.edu/writingcenter/studentresources/wc-handouts/pre2020_handouts/quotations9.3.19.pdf
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