

Integrating Quoted and Paraphrased Text

Honors English 12

Why do we use direct quotations?

To establish the credibility of our information, we use the words and ideas of experts in the field

To incorporate hard-to-paraphrase text

To capture compelling word choice, syntax, etc.

When should we avoid direct quotations?

When working with statistics, numbers, facts rather than ideas

When quotations become cumbersome or overwhelming

Other options: paraphrase & summary

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Integrate your quotation to create a smooth flow from your writing into and out of the quoted material.

1. Introduce your source. Give some context.

Historian's article: The first time you use material from the article, tell a little about the article (about 1 sentence). If you make additional references, you won't need to do this again.

Hamilton songs: Make sure you offer some context for understanding the song's place in the action and who says the line.

2. Use a signal phrase.
3. Use ellipses and brackets to edit your quotation.
4. Address your quotation's significance to your points.

QUOTATIONS RARELY OPEN OR CLOSE A PARAGRAPH!

While we talk about integrating quotations often, please remember that paraphrased materials should be smoothly integrated, too. Introducing the source of the content helps to build the credibility of the argument.

Example:

When Franklin Roosevelt gave his inaugural speech on March 4, 1933, he addressed a nation weakened and demoralized by economic depression. In this speech, Roosevelt declared, "The

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only thing we have to fear is fear itself” (Roosevelt 4). With that message of hope and confidence, the new president set the stage for his next one-hundred days in office and helped restore the faith of the American people in their government.

Helpful signal phrases for the articles:

Jones claims, “

According to Jones, “

Jones states that “

Please note that punctuation that we use when quoting.

Use a comma:

Roosevelt declared, “The only thing we have to fear is fear itself” (Roosevelt 11).

Use a colon:

Roosevelt’s words were direct and powerful: “The only thing we have to fear is fear itself” (Roosevelt 11).

Use no punctuation: *When the quotation flows in the grammar of the sentence*

Roosevelt’s message that “fear itself” was America’s greatest obstacle reassured Americans that their situation, although dire, was not insurmountable (Roosevelt 11).

NOTE: Period placement AFTER the in-text citation only.

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Use brackets to edit the quotation to match your grammar or to add necessary, clarifying information.

Use sparingly. Look for other ways first.

Esther Hansen felt that when she came to the United States
“nobody understood [her].”

“We completely revised our political strategies after the strike
[of 1934].”

Use ellipses to drop text from within the quotation. There is no need to use an ellipsis at the start or end of the quotation unless the reader needs to know that you truncated the quotation. Usually, this truncation is apparent.

To make a high-performing employee visible to the community,
“some industries have formal rankings that broadcast the best and brightest workers . . . , and some organizations provide companywide performance results and publicly recognize top performers” (Call 629).

NOTE: Keep that comma!

NOTE 2: Use four dots instead of three when the omission includes the ending of one or more sentences.

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Short quotations in MLA: 4 lines or less

Long/block quotations in MLA: more than 4 lines

Set up quotation with a colon

Indent one tab (1/2 inch)

Double space

Indent any paragraph break within the block another ½ inch

Period BEFORE the citation

Return to the margin if the surrounding paragraph continues (It should!!!!)

Long/block quotation example:

Jones's study found the following:

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help. (199)

These concerns speak more to a lack of student initiative than the complexity of APA style.