

## Quoting

Quoting involves interweaving into one's own writing a short passage from the source and giving credit to the origin of that source. A quote always maintains the original text's exact language, punctuation, and capitalization, unless the writer indicates changes with square brackets and ellipses. Here are examples:

- **DIRECT QUOTE:** In "Well-Behaved Women Seldom Make History," Laurel Thatcher Ulrich writes, "History is an account of the past based on surviving sources, but it is also a way of making sense out of the present" (667).
  - **TO CHANGE OR MAKE AN ADDITION, USE SQUARE BRACKETS:** In "Well-Behaved Women Seldom Make History," Laurel Thatcher Ulrich perceives "History [as] an account of the past based on surviving sources, but it is also a way of making sense out of the present" (667).
  - **TO OMIT A SECTION OF A QUOTE, USE ELLIPSES (PUT A SPACE BOTH BEFORE AND AFTER AN ELLIPSIS THAT OMITTS WORDS FROM THE MIDDLE OF A SENTENCE):** In "Well-Behaved Women Seldom Make History," Laurel Thatcher Ulrich explains, "History is ... a way of making sense out of the present" (667).

How does a writer know when to quote?

- Quoting is useful when the source states the point better than the writer would be able to state it. For example, sometimes, a source uses unique wording that emphasizes an idea, and the writer wants to retain that emphasis.
- Quoting is also useful when the exact words bring authority to the writer's writing or when the quote/author is well-known.
- Quoting can offer a way of setting up a challenge if the writer disagrees with the source's words or ideas.

To integrate textual evidence, including quotes, into academic writing and to avoid orphan quotes (also known as quote bombs), enclose the evidence in a sandwich.

TOP BUN: Introduce the quote

- There are three primary ways to introduce a quote:
  - A signal phrase
    - **According to Jamie Maupin**, author of *Accountancy Today*, "Accountants are in high demand" (139).
    - **As Maupin argues**, "Accounting is a profitable profession" (142).
    - **For Maupin**, "An accounting degree means job stability" (145).
  - A complete sentence that sets up the quote, followed by a colon
    - **Maupin claims that degrees in accounting are one of the most lucrative paths a student can take:** "With a few years of experience, an accountant can earn raises as high as 14%, and accountants are always in demand, even in rural areas" (146).
  - Integrate quoted material into the writer's own writing

- When choosing a college major, consider that “accounting degrees are always in demand, even in rural areas” (Maupin 146).

CHICKEN: Present the quote

- Quoted material must appear exactly as it appears in the original source
  - Use the exact language
  - Use the exact capitalization
  - Use the exact punctuation throughout the quote but not always at the end of the quote
    - If the original quote ends in a question mark or exclamation point, the writer may include it inside of the quotation marks, but if the question mark or exclamation point belongs to the writer, it goes outside of the quotation marks
    - If the original quoted material ends in a comma, period, colon, or semicolon, the author should eliminate this punctuation and place a period at the end of the sentence following the parenthetical citation
  - When an original passage includes quotation marks, the writer should enclose the quoted passage in double quotation marks and change the source’s quotation marks to single quotation marks
    - As Robert Johns reminds us, Faulkner firmly believed that “Mark Twain was ‘the greatest writer the United States ever produced’” (2).
  - A writer can directly integrate into the paragraph short quotations that take up four or fewer lines in their essay
  - A quotation that takes up more than four lines in the writer’s essay must be formatted as a block quote
    - Block quotes are preceded by a colon, indented, and are not enclosed in quotation marks, unless the original quoted material contains quotation marks
      - Parenthetical citations appear after the closing period of a block quote:
        - For Cynthia Miller, graduate students are another vulnerable population in the move to online classes:

I've been teaching grad students for nearly 20 years. Most work full-time and go to school in the evening, spending two years or so clocking 16-hour days, multiple days per week, often while navigating significant other burdens. I've had students who are pregnant or are caregivers to small children and elderly family members. I've had students with cancer or dealing with autoimmune issues and immediate family members' illnesses. Many struggle with anxiety and depression. (514)

- An in-text citation (a signal phrase and/or a parenthetical citation) allows readers to easily find the original source on the works-cited page, which is arranged alphabetically by whatever comes first in each source citation
  - Usually, an author's last name comes first; thus, if the source has a named author, then it is critical that the author's last name appears in the in-text citation.
  - If the source does not have a listed author, the title will come first and should maintain its work-cited formatting in an in-text citation, for example, quotation marks or italics
- If the source lists two authors, the writer should indicate both authors in the in-text and work-cited citations
  - As Hall and Brown state, "Elephants have the longest gestation period of all mammals, as the expectant mother carries her young for 18 to 22 months before giving birth" (119).
  - While walruses have a long gestation period, elephants carry their babies even longer, "18 to 22 months before giving birth" (Hall and Brown 119).
- If the source lists three or more authors, use only the first listed author's name followed by the term "et al.," Latin for "and others," in both the in-text citation and the work-cited citation
  - As Bullock et al. argue, in academia, students "need to be able to read and write in certain ways" (1).
  - Asking questions and being persistent are "two keys to academic success" (Bullock et al. 1).

#### PICKLES: Cite the quote

- The writer must always include both in-text and work-cited citations for all borrowed material to avoid plagiarism and to create an easily traceable scholarly trail that other readers can follow to find additional information
- If the source has numbered pages, the writer should add a parenthetical citation after the closing quotation mark and before the period or comma
- If the author's name appears in the sentence, such as in a signal phrase, it does not need to appear in a parenthetical citation
  - Maupin points out that "accountants are always in demand, even in rural areas" (146).
- If the writer does not include a signal phrase, the author's name should appear before the page number in the parenthetical citation
  - One important point is that "accountants are always in demand" (Maupin 146). ▪
    - Note that, for MLA citations, a comma does not appear between the author's last name and the page number
- If the author's name does appear in a signal phrase, and if the source does not have numbered pages, the writer will not need to include a parenthetical citation.
  - In the absence of a parenthetical citation, periods and commas go inside of the quotation marks

- INCORRECT: As Santesso recalls, “Academia took a hard hit from the 2008 recession”.
  - CORRECT: As Santesso recalls, “Academia took a hard hit from the 2008 recession.”
- Aside from periods and commas, a writer may not place inside of the quotation marks any punctuation that is not present in the original source
- To avoid attributing the writer’s analysis (highlighted below) to the source, when possible, the writer should position the citation immediately after the borrowed material by placing it before a comma
  - INCORRECT: Because “[a]cademia took a hard hit from the 2008 recession,” today’s academic job outlook remains bleak (Santesso).
  - CORRECT: Because “[a]cademia took a hard hit from the 2008 recession” (Santesso), today’s academic job outlook remains bleak.
- When a source quotes someone else and the writer wants to use this “indirect quote,” they should use a signal phrase to note the original quote’s author (As Tyler Perry explains,) but cite the text in which they found the quote in the parenthetical citation (qtd. in Rawden)—“qtd.” stands for “quoted in”—and on the works-cited page at the end of the essay
  - IN THE ESSAY: As Tyler Perry explains, “You got to understand, I had no mentors. My father doesn’t know anything about business, and my uncles and mother, they know nothing about this. I didn’t go to business school. Everything I’ve learned, I’ve learned in progress” (qtd. in Rawden).
  - WORK-CITED CITATION: Rawden, Jessica. “Tyler Perry Explains Why It Was Actually a Good Thing that He Was an Outsider in Hollywood.” *Washingtonpost.com*, 12 Mar. 2020, N.P. *Gale in Context: Opposing Viewpoints*, <https://link.gale.com/apps/doc/A617267489/OVIC?U=mill30389&sid=ovic&xid=c20986bf>. Accessed 14 Aug. 2023.

BOTTOM BUN: Analyze/explain/follow up on the quote

- The writer should use the following “So what?” questions to make their interpretation of the quote explicit:
  - What does this quote imply in terms of the writer’s ideas/argument?
  - Why does this quote matter to the writer’s essay?
  - How does this quote connect to other evidence in the writer’s essay?
  - What connotations do the quote’s language invoke (Do any of the words suggest feelings or ideas that add layers to the literal meaning?)?