

## The Quotation Mark

The quotation mark is used to

- designate exact language.
- indicate spoken or written language attributed to another person or to words being used as words.

### Direct Quotations

If the quoted material is a full sentence, be sure to capitalize the first letter of the sentence.

*My mom said, "Please remember to take out the trash."*

If the quoted material is a fragment or part of a sentence, do not capitalize the first letter.

*We knew Dennis was ill because he said his throat felt as if it were "rough as sandpaper."*

If the quoted material is interrupted, do not capitalize the second part of the quotation.

*"Please remember to take out the trash," said my mom, "because today is trash day."*

If the direct quotation is unclear, add a few words in brackets to help clarify the meaning.

*Bob said, "I think that book [Moby Dick] is too hard to read."*

If the quoted material has a quotation within it, use single quotation marks inside the double quotation marks.

*While we were walking to the store, Dennis told me, "You are in so much trouble! Mom said, 'Bob forgot to take out the trash.'"*

### Quotation Marks beyond Quoting

Use quotation marks if the words are meant to be interpreted as ironic.

*The unethical real estate agent told his buyers the "truth" about the haunted house.*

Use quotation marks if words are being given special emphasis.

*The words "quote" and "quotation" are often misused.*

### Use Quotation Marks for

- Titles of short or minor works
- Songs
- Short stories
- Essays
- Short poems
- One-act plays
- Literary works shorter than a three-act play or complete book
- Titles of sections from longer works
- Chapters in books
- Articles in newspapers, magazines, or journals
- Episodes of television and radio series

### Other Punctuation used with Quotation Marks

Before the quotation mark, use a comma with the dialogue tag or introductory phrase.

*Bob said, "I don't like figs."*

Commas and periods go inside the quotation marks unless a parenthetical follows.

*Bob said, "I don't like figs."*

*Bob said, "I don't like figs" (40).*

Colons and semicolons go outside the quotation marks.

*Dennis said the play was "the worst thing ever"; Sara did not agree.*

Question/exclamation marks go inside or outside the quotation marks depending on context.

*Have you read "The Wasteland"?*

*Dennis asked, "Have you seen Dude, Where's My Car?"*

### Exercises

1. Dad said, Monday is the best day of the week because of Monday Night Football.
2. Go to the store, Spike said, and buy some flour for the pie I'm baking.
3. Orsino says, If music be the food of love, play on (I, i, 1).
4. Two days ago, I read Emerson's essay Self-Reliance.
5. On the way to the secret meeting, Dennis told me, I know where the hidden treasure is, said Dan.
6. Sara asked, Have you seen the new James Bond movie?
7. Did Bob say, I'm going to wash my car?

### Key:

1. Dad said, "Monday is the best day of the week because of Monday Night Football."
2. "Go to the store," Spike said, "and buy some flour for the pie I'm baking."
3. Orsino says, "If music be the food of love, play on" (I, i, 1).
4. Two days ago, I read Emerson's essay "Self-Reliance."
5. "On the way to the secret meeting, Dennis told me, 'I know where the hidden treasure is,'" said Dan.
6. Sara asked, "Have you seen the new James Bond movie?"
7. Did Bob say, "I'm going to wash my car"?