QUOTING

Explanation:

It is appropriate to quote directly from the text if:
- the phrase is unusual and would have less impact if paraphrased
- you want to use the quote to demonstrate or support your argument

Otherwise, it is usually better to paraphrase or summarise information from your research sources as this demonstrates your understanding of the information and your ability to apply it to your own work.

If you are using direct quotes from your research, short quotations are usually preferred. Remember to copy the text exactly how it appears in the original publication and enclose the copied text in quotation marks. The in-text citation must include the page number or page range of the text quoted. It is better to use fragments of a quote inside your own sentence, framed or set up in your own words, rather than to copy a quote that is complete sentence into your paragraph.

Longer quotations can also be used, if the chunk of text is considered important. However, don't just patchwork long quotes into your piece of writing. If you have a quote that is longer than 3 lines (more than 25 words), then you will need to indent it. Write a lead-in sentence in your own words, leave a space above and below the quote chunk, and indent this quote from the left margin. If a quote is indented in this way, it doesn't need quote marks, as it already stands out. This type of quotation is called a 'block quote' and should be used sparingly.

One of the main problems with using quotations happens when writers assume that the meaning of the quotation is obvious. Writers who make this mistake believe that their job is done when they've chosen a quotation and inserted it into their text.

Learning Activity:

Introducing Quotations

Find a quote that you would like to use. Practice using some of these ways to introduce it:

X states, "_____."
As the world-famous scholar X explains it, "_____."
As claimed by X, "_____."
In her article _____, X suggests that "_____."

In X's perspective, "_____."
X concurs when she notes, "_____."

You may have noticed that when the word "that" is used, the comma frequently becomes unnecessary. This is because the word "that" integrates the quotation with the main clause of your sentence (instead of creating an independent and dependent clause).

Now that you've successfully used the quotation in your sentence, it's time to **explain what that quotations means**—either in a general sense or in the context of your argument. Here are some templates for explaining quotations:

Explaining Quotations

In other words, X asserts _____.
In arguing this claim, X argues that _____.
X is insisting that _____.
What X really means is that _____.
The basis of X's argument is that _____.

Other resources:

In-text referencing: quoting/paraphrasing activity
Charles Sturt University
http://www.csu.edu.au/division/studserv/my-studies/learning/tutorial/intextreferencing

Quoting from interviews
Owl Online Writing Lab, University of Purdue
https://owl.english.purdue.edu/owl/resource/930/09/

Tips for handling quotations
The Writing Center, Claremont Graduate University
http://www.cgu.edu/PDFFiles/Writing%20Center/Writing%20Center%20Resources/Tips%20for%20Handling%20Quotations.pdf

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Transnational Teaching Teams