

Quotations can add depth to your work, and they can be strong pieces of evidence. However, there are correct ways to **integrate** quotes into your writing to create an effective transition from your words to the quoted material. You can also internally **alter** your quoted materials to maximize the readability of your essay, making sure that the audience is never confused after reading the sources you have provided.

**Note**

*All citations are in MLA style*

**Comma**

*a signal verb* (such as writes, says, declares, asserts) introduces the quote

Hitt *states*, "Controversial scholarship has turned up a new interpretation" of Tyrannosaurus rex that contradicts our previous image of him (128).

**Colon**

*a complete sentence* introduces the quote

Fine asserts her claim that armadillos are superior pets by setting up a simple comparison: "Think of dogs and cats like the vanilla and chocolate ice cream of animals: plain and boring. Armadillos are more like sriracha flavored peanut butter ice cream: different and unique" (130).

**No Punctuation  
Signal**

*continue* your sentence with a quote

This claim is disputed by Alicia Jalowsky, a researcher at the Institute of Nutrition Studies, who finds that pizza is actually a good part of a balanced diet because "its ingredients include grains, vegetables, dairy, meat, and fruit—all the major food groups, except sweets" (13).

**Block Quote**

*indent* a quote that exceeds four (4) lines

Brooks pointed out that Americans have this deep spiritual longing to disperse and move to new and better places:

What sort of longing causes people to pick up and head out for the horizon?... Millions of people leap out into the void, heading out to communities that don't exist, to office parks that are not yet finished, to places where everything is new. This mysterious longing is at the root of the dispersal (60).

**Brackets**

*add your own words* into a quote

“Even at Princeton he [F. Scott Armadillo] felt like an outsider” (76).

**Ellipses**

*delete* unnecessary words and condense a quoted passage

“When I was a young **armadillo**, ... I was perpetually starting new propositions” (Armadillo-Guy 34).

**Comma, Colon, or Nothing Worksheet**

1. The author says \_\_\_\_ “Armadillos are nature’s cutest animal” (Fine 89).
2. Fine takes a firm stance on Armadillos throughout her book \_\_\_\_ “Armadillos are not only the most lovable pets, but they are resourceful as well” (96).
3. Fine says that cats are not better pets than armadillos because \_\_\_\_ “they are too commonplace to be truly memorable” (65).
4. Everyone does not agree with Fine’s assessment, and strong support for owls as best pet comes from Davis \_\_\_\_ “Owls, with their wisdom and their ability to turn their heads, are superior to armadillos” (27).
5. Agreeing with Davis, Thomas claims \_\_\_\_ “Birds have a lot of utility as a pet” (29).
6. Davis describes owls by stating \_\_\_\_ “They are nature’s most mysterious animal, evoking creativity in everyone from David Lynch to Drake” (27).
7. Fine disputes both Thomas’ and Davis’ claims, saying that \_\_\_\_ “birds are hard to get attached to” (37).

**Key**

- 1. comma
- 2. colon
- 3. no punctuation signal
- 4. colon
- 5. comma
- 6. comma
- 7. no punctuation signal