



APSU Writing Center

Quotation Marks

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Resource(s): *The OWL at Purdue* website

Quotation marks are used to set off and represent exact language (either spoken or written) that comes from someone else. They are necessary when directly quoting from sources. Quotation marks always come in pairs. If you find yourself with a floating quotation mark, then you are missing one elsewhere.

Direct quotations involve incorporating another person's exact words into your own writing.

- **Example:** Mr. Johnson exclaimed, "The alien spaceship appeared right before my own two eyes."
 - **Example:** Although Mr. Johnson has seen odd happenings on the farm, he stated that the spaceship "certainly takes the cake" when it comes to unexplainable activity.
- Notice that whenever there is a period or comma following the quotation mark, that punctuation mark should be placed within the quotation marks.

Other Rules for Using Quotation Marks:

- Quotations within another quotation should use *single* quotation marks.
 - **Example:** The reporter told me, "When I interviewed the quarterback, he said they simply 'played a better game.'"
- Quotation marks can be used to mark words used ironically or with reservation, but they should not be used to show emphasis. In those cases, use italics.
 - **Example:** The great march of "progress" has left millions impoverished and hungry.
 - **Example:** The students are *not* allowed to smoke in the new dormitories.
- Place question marks and exclamation points inside the quotation if they are part of the quote; however, they go outside of the quotation marks if they are part of the sentence that includes the quotation. Avoid placing double question/exclamation marks if both the quote and entire sentence is a question/exclamation. Only place one inside the quote.
 - **Example:** The students at the local university exclaimed, "Yahoo! No final exams!"
 - **Example:** Have the students read the poem "We Are Seven"?
- Use ellipses marks (...) to indicate omitted portions of a quote.
 - **Example:** Blackburn explains, "The universe appears to be globally warming itself...it might be an indication that the polar caps are melting" (87).

Titles: Quotation marks are used to surround titles of short works: book chapters, short stories, articles in magazines or journals, essays, articles in newspapers, web pages, scenes from plays, one-act plays, and episodes in television or radio programs, songs, and poems.

- **Example:** I like the song "You Are My Sunshine."
- **Example:** Why did you choose to write about "We Are Seven"?