

QUOTATION MARKS

1. Use quotation marks at the beginning and the end of a direct quotation.

Quotation marks identify the exact words of a speaker or a writer. Carefully examine the following examples to see how commas and periods are used with quotation marks.

Marge said, "The rain didn't stop until after midnight."
"The rain," said Marge, "didn't stop until after midnight."
"The rain didn't stop until after midnight," said Marge.
"Did you see that?" shouted Beth. "We are really going to have a bad storm."

2. Commas and periods always go inside quotation marks.

3. Colons and semicolons always go outside quotation marks.

4. Question marks and exclamation marks go inside the quotation marks if the quote is a question or an exclamation. They go outside the quotations marks if the question or exclamation is the non-quoted part of the sentence.

Mary asked, "Are you leaving before noon?"
"I can't believe you did that!" exclaimed Mark.
Did Mr. Rogers really say, "It's all right to be afraid of the unknown"?
How dreadful of you to say, "I won't help"!

EXERCISE

In the following sentences add the necessary punctuation.

1. Please repeat what you just told me requested Sean
2. Shawna announced All your information is on the hard drive
3. Put some bleach in the water The spot will come out easily stated Alex
4. If you bend your back said Duane you will be much more likely to hurt it
5. I really want you to try urged Meg No one was ever hurt by trying
6. What a shock it was when Dr. Smith announced I'm checking you into the hospital right now
7. Where did Shakespeare write To be or not be, that is the question
8. Certainly said Mother you have my permission to go
9. I don't think we should climb that high said Larry We might have a hard time getting down
10. Get into the car the woman shouted angrily
11. I can't believe he said I'm not going to go