

Good Points about Quotations

Less suspicion of manipulation or misquotation

Lends *outside* authority to paper

Computers/cut and paste make it easy

Reader's eyes are drawn to them quickly

Bad Things about Quotations

Distract reader from YOUR arguments and authority

Writing style shifts – can distract reader

Shows lack of control over information – YOU don't have much to say about subject

Shows you can copy information, not that you understood or can communicate it yourself

When to use Quotes

Original phrasing is unchangeable

Reader needs to see how original was phrased
- as an example

You want to emphasize WHO said info

You are using info that your source quoted -
need to clarify original source

Quotation Format "Rules"

Quotes MUST be clearly identified by punctuation and sentence phrasing/context

Should be less than 10% of paper

Individual ¶s should rarely use more than one

Should be explained in the context of your overall argument, not just copied

Wording of Quotations

MUST be exactly the same wording as the original source

Anything changed for tense or to identify a pronoun should use square brackets []

- "The policy change will affect [children]"
- "When the policy chang[ed], they suffer[ed]"

Shortening Quotations

Use ellipses ... when you edit for clarity

Henry David Thoreau, in "Civil Disobedience" says:

The mass of men serve the state thus, not as men mainly, but **as machines**, with their bodies. They are the standing army, and the militia, jailers, constables, posse comitatus, etc. In most cases there is no free exercise whatever of the judgement or of the moral sense; but they put themselves on a level with wood and earth and stones; and wooden men can perhaps be manufactured that will serve the purpose as well. Such command no more respect than men of straw or a lump of dirt. They have the same sort of worth only as horses and dogs. Yet such as these even are commonly esteemed good citizens.

Henry David Thoreau once said , "**The mass of men serve the state...as machines...**"

Quotations should be Brief

Use smallest amount to make your point

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Thoreau felt that any person who did just what they were told, no matter what, "**command[s] no more respect than men of straw or a lump of dirt.**"

LONG Quotation

Long quotes (4 typed lines or more) are
indented **1 inch** from left margin

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No extra indent on right margin of first line

No quotation marks