

## Troubleshooting on Tuesday

### And There's More...Quotation Mark Review

#### When Punctuating anything in quotation marks:

The **period** or **comma** *always goes **inside*** the closing quotation mark.

"I know," she said, "that you love everything about pythons."

The witness said that she was only going to give her version of the "facts."

One of my favorite songs is "The Hokey Pokey."

The **colon** or **semicolon** *always goes **outside*** the closing quotation mark.

"She called this schedule of activities her "load": work, study and sleep.

He told the bullies, "I refuse to budge"; his knees, however, were shaking even as he said those words!

The **question mark** and **exclamation mark** *sometimes goes **inside** and sometimes goes **outside*** the closing quotation mark.

He asked her bluntly, "Will you marry me?"

Who was it who said, "Give me liberty or give me death"?

I heard him yell, "Fire!"

I don't care that he thought it was a "joke"!

## Using Quotation Marks for Dialogue

**Put quotation marks around the exact words of a speaker, but not around an indirect quotation.**

He said, "I'll go." (*his exact words*)

He said that he would go. (*not his exact words*)

**If the speaker says more than one sentence, quotation marks are used only before and after the entire speech.**

He said, "I'll go. It's no trouble. I'll be there at six."

**The words telling who is speaking are set off with a comma unless, of course, a question mark or exclamation mark is needed.**

"I'll go," he said.

"Do you want me to go?" he asked.

**Every quotation begins with a capital letter. But when a quotation is broken, the second part does not begin with a capital letter unless it is a new sentence.**

"Ninety percent of the friction of daily life," said Arnold Bennett, "is caused by tone of voice."

"A friend is a person with whom I may be sincere," said Emerson. "Before him, I may think aloud."

**Begin a new paragraph with each change of speaker.**

"Will you come with me?" I asked Barbara as I got up and walked toward the door of our apartment.

"What for?" she said.

"Just because I want you to," I replied. "If you join me at the Ping Pong tournament, I promise to attend your next Tiddlywinks competition."