



PRAIRIE VIEW A&M UNIVERSITY

# The Writing Center

## Integrating Quotes

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# Integrate quotations, paraphrases, and summaries effectively

As a writer you need to incorporate sources gracefully into your own prose so that your paper's focus stays on your own argument. You should never dump a quote into your paper as a complete sentence.

# When To Quote

- Summarize
  - To present main points of a lengthy passage (article or book)
  - To condense peripheral points necessary to discussion
- Paraphrase
  - To clarify a short passage
  - To emphasize main points
- Quotes
  - To capture another writer's particularly memorable language and will add interest and liveliness to your paper.
  - To capture another writer's language is so clear and economical that to make the same point in your own words, would, by comparison be ineffective language.
  - To lend authority and credibility to your own writing.

# Incorporating Quotations

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Quotations from respected authorities can help establish your credibility and show that you are considering various perspectives. However, because your essay is primarily your own work, limit your use of quotations.

# Integrating Quotations Smoothly Into you Text

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Carefully integrate quotations into your text so that they flow smoothly and clearly into the surrounding sentences. Use a signal phrase or verb to

# Avoid Freestanding Quotations

- A quoted sentence should never stand by itself-as in the following sentence.

Various people associated with the university admit that the pressures of athleticism have caused a relaxation of standards. “These gentry often overlook the fact that a college should not be interested in a fullback who is a half-wit.” But this kind of thinking is bad for the university and even worse for athletes.

- Even if it includes a parenthetical citation, a freestanding quotation would have the problem of being jarring to the reader. Introduce the quotation with a “signal phrase: that attributes the source not in a parenthetical citation, but in some other part of the sentence- beginning, middle, or end.

# Example

As Eudora Welty notes, “learning stamps you with its moments. Childhood's learning,” she continues, “is made up of moments. It isn’t steady. It’s a pulse” (9).

Notice that the examples alert readers to the quotations by using signal phrases that include the author’s name. When you cite a quotation this way, you need put only the page number in parentheses.

# Signal or Active Verbs

## Author is neutral

- comments, describes, explains, illustrates, notes, observes, points out, records, relates reports, says, sees, thinks, writes, adds, points out, states, summarizes

## Author infers or suggests

- analyzes, asks, assesses, concludes, considers, finds, predicts, proposes, reveals, shows, speculates, suggests, supposes, responds, compares, emphasizes, observes, shows, reasons, asserts, declares, implies,

## Author argues

- claims, contends, defends, holds, insists, maintains, disputes, refutes, rejects, denies

## Author agrees

- admits, agrees, concedes, grants, acknowledges, confirms, endorses

## Author is uneasy or disparaging

- belittles, bemoans, complains, condemns, deploras, deprecates, derides, disagrees, laments, warns

# All Information Obtained From

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Lunsford, Andrea A. The Everyday Writer.  
Boston: Bedford/St. Martin's, 2004.

Ehrens, Laurence. Writing and Reading Across  
The Curriculum. New York: Longman, 2000.

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