



## The Quote Sandwich

### Guidelines for Quotations:

To ensure that your reader fully understands how the quote you are using supports your thesis, you must smoothly incorporate the quote into your paragraph; otherwise, your reader may be left unsure of why you used the quote. The “**quote sandwich**” is a method, similar to PIE, that aids you in effectively adding quotes. See below for a further explanation.

#### Introduce It!

Before adding in your quote **introduce** it with a **signal phrase** and a **reporting verb** (See the following page for some examples).

**Ex:** Robin Lakoff **argues** that....

#### Quotation

After you have introduced your quote with a *signal phrase* or *reporting verb* add in your quote! **Ex:** Robin Lakoff argues that “[c]ultural bias was built into the language we were allowed to speak about, and the ways were spoken of” (152).

#### Explain It!

Now that you’ve added in your quote, **explain** why the quote is important. What do you think it means? How does it connect with your thesis? (Your explanation should be at least as **long**, or **longer** than the quote itself)

## Introducing Quotations<sup>1</sup>

To guarantee that your reader *clearly follows* your writing, you should introduce your quotes with a signal phrase, reporting verb, or both (as shown in the **quote sandwich**) rather than simply plopping the quote down. If you add in a quote without any sort of introduction, your reader may not understand *how* the quote connects to your paragraph, even if it makes sense to you (think of it as similar to a random thought in a conversation).

Below are examples of signal phrases and reporting verbs that you can use to introduce your quotes:

<i><b>Signal Phrases</b></i>	<i><b>Reporting Verbs</b></i>		
<ul style="list-style-type: none"><li>• According to...</li><li>• In her article...</li><li>• In the opinion of (author's name)...</li><li>• (Author's name) suggests that...</li><li>• (Author's name) argues that...</li><li>• (Author's name) + (a reporting verb from the right)</li></ul>	Acknowledges	Adds	Admits
	Agrees	Argues	Asserts
	Believes	Claims	Comments
	Compares	Confirms	Declares
	Denies	Disputes	Emphasizes
	Endorses	Grants	Illustrates
	Implies	Insists	Notes
	Observes	Points out	Reasons
	Refutes	Rejects	Reports
	Responds	Suggests	Thinks
	Writes		

### ***For Example:***

Dwight Bolinger notes that “in a society where women and farmers are regarded as inferior, sex differences and occupational differences become class differences” (99).

Malcolm X writes, “I was so fascinated that I went on- I copied the dictionary’s next page. And the same experience came when I studied that. With every succeeding page, I also learned of people and places and events from history” (89).

Elizabeth Wong comments “The language was a source of embarrassment. More times than not, I had tried to dissociate myself from the nagging, loud voice that followed me wherever I wandered in the nearby American supermarket outside Chinatown” (291).

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<sup>1</sup> Adapted from *Texts and Contexts*

## Punctuating Quotes

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In addition to incorporating quotes with the **quote sandwich**, and introducing them with **signal phrases** and **reporting verbs**, there are a few punctuation rules to keep in mind.

The first time you reference an article (or other text) you need to give the **name(s) of the author(s), the title of the article, and the name of the magazine or book** (if you know it).

### Introduce the Author

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The first time you use a quote from an article, you need to use the author's **first** and **last name**. (The next time you use a quote from that author, only use the **last name**.)

### How to Punctuate Titles

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Put the names of articles, essays, poems, essays, and chapters in quotation marks:

“Talking Like a Lady”

“Dialect”

“Mother Tongue”

“Black Hair”

Underline or *italicize* the titles of books, movies, magazines, newspapers, periodicals, and musical albums:

Our America

*Our America*

San Francisco Chronicle

*San Francisco Chronicle*

The Great Gatsby

*The Great Gatsby*

The Godfather

*The Godfather*

### The Quote Itself:

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- Put quotation marks “ ” around the quote and use the author's **exact words**
- After the quote, put the page number in parentheses, and the period **after** the parentheses.

### Other Notes:

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- Insert ellipses (...) wherever you delete any words from the original quotation
- Use brackets ([ ]) to add words or substitute words in the original quotation.

### Lastly... ADD IN YOUR EXPLANATION!

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Once you've made sure to punctuate your quotes correctly, explain them!! (The last part of the quote sandwich.)