



Direct quotations are used to identify the **exact words** of an author. Quotes help to **support** the thesis of an essay, **report** the view(s) of a particular person, or **express** an idea in the author’s original words.

Here are some things to keep in mind when using direct quotations:

1. Quotes need to be introduced. Rather than just copying and pasting them exactly as they are, quotes need to be integrated into the body of the essay. They can be introduced by:

- a. Using reporting verbs, such as:

stated	analyzed	concluded
explained	investigated	reported
suggested	evaluated	showed
discussed	predicted	verified
defined	compared	validated

Adapted from Glasgow Caledonian University “Reporting Verbs”

- b. You can do this by using the author’s name and year of publication.

Examples: Green (2002) predicted that “in ten years, social networking sites will fade into relative obscurity.”

In 2002, Green stated that “in ten years, social networking sites will fade into relative obscurity.”

- c. You can also introduce the quote without the author’s name, although this is somewhat less common. Remember to cite the author using MLA or APA format in parentheses, if you do not use his or her last name in the sentence itself.

Experts have proven that “increased sleep is helpful for weight loss” (Green 5). **MLA**

Experts have proven that “increased sleep is helpful for weight loss” (Green, 2002, p.5). **APA**

2. After introducing a quote, it needs to be explained. You may know what the quote means and why you have included it in your paper, but your audience may not. So after introducing them, describe what they mean and why they are important.

In other words, Green means that... Green’s argument is about... Green is describing how...
Green’s words show that... Here, Green is suggesting that...

Example: In 2002, Green stated that “in ten years, social networking sites will fade into relative obscurity”. **Green’s words reflect his belief** that the popularity of social media will peak within five years and then experience a sharp decrease in use.