

Quoting

Quoting is when you replicate part of a source word for word in your assignment. Short quotations are placed in quotation marks (") while longer "block" quotations start on a new line and are indented.

Use quotations

- as evidence to support your claims
- to help the reader better understand what you are referring to
- when the original language is especially moving, descriptive, or historically significant
- to accurately convey the meaning of unique terms or a passage that cannot be paraphrased or summarized adequately

Don't use quotations

- to fill up space to meet the word count
- because quoting is easier than summarizing
- without adequately explaining or analyzing the significance of the quotation

Ways to Introduce Quotations in a Sentence

- According to ...

According to Levitan-Reid et al. (2014), "before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (p. 62).

- Author's name + verb ...

Levitan-Reid et al. (2014) described how "before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (p. 62).

- Full-sentence followed by a colon (:)

Levitan-Reid et al. (2014) made an important discovery: "before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (p. 62).

- Mixture of paraphrase and quotation

The uncertainty participants experienced prior to entering supported housing "was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (Levitan-Reid et al., 2014, p. 62).

Interpreting Quotations

After quoting, don't simply move on. What does the research mean? (e.g., *In other words*, *So*, ...) What is its significance? How does it apply/relate to your argument?

Levitan-Reid et al. (2014) described how "before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (p. 62). So, feeling safe is not just about the environment in which you live; it is about the state of your housing too.

Altering/Changing Quotations

- Ellipsis: If you want to remove words from the middle of a quotation to make it more concise (not to alter its meaning) you can show you've taken out words by writing an ellipsis (...)
- Square brackets: If you want to add something to a quotation to aid in understanding/for clarification, you can add that material into the quotation by placing it in square brackets.
- Sic: if a quotation contains an error (i.e., an error in the original source material) indicate the error by writing *sic* in brackets after the error.

Citing Quotations

- Use a narrative citation (aka a citation at the beginning of the sentence):

Levitan-Reid et al. (2014) described how "before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (p. 62).

- Use a parenthetical citation (aka a citation at the end):

"Before moving into supported housing, participants felt unsafe. Feeling unsafe was related to living in dangerous neighbourhoods and to the poor physical condition of the rental housing" (Levitan-Reid et al., 2014, p. 62).

Reference

Levitan-Reid, C., Johnson, P., & Miller, M. (2014). Supported housing in a small community: Effects on consumers, suggestions for change. *Canadian Journal of Community Mental Health*, 33(3), 57-69.
<https://doi.org/10.7870/cjcmh-2014-020>