

A Quick Guide to In-Text Citations

1. Using a colon

How to use it

Set up the quote and then present it as proof of what you have just said.

Analogy: In court, a lawyer might make a statement, but to prove it, he points to the evidence, which supports and proves the statement he made.

Key Question

Can the phrase before the quote stand on its own as a sentence?

If yes, then put a colon before the quote.

This phrase can stand Key characteristic

on its own as a sentence. Colon Quote Example: The crew feasted on Helios' cattle with relish:

“Now six full days my gallant crew could feast / upon the prime beef they had marked for slaughter” (929-930).

2. Using no punctuation

How to use it

Key Question

You can mold the author's words in as if they

If you took away the quotation marks, would

are your own.

you put any punctuation in that spot?

In this case, you'll probably be summarizing or

• If no, then you still don't need any.

paraphrasing the story and at some point decide that the writer's words are better than yours – so you use them instead!

• Just let the quotation marks sit there to mark which words are not yours.

No punctuation!

Example: After Odysseus' men were killed, he was left alone on the sea and began floating

“north again, / straight for Charybdis” (965-966).

3. Using a comma

How to use it

- You can introduce the quote with an introductory phrase that leads into the author's phrasing.
- Or, you can begin a sentence with a quote and attach a phrase at the end.

This might feel like you are writing a piece of dialogue for a story.

Key Question

Can the phrase before (or after) the quote stand on its own as a sentence?

If no, then lead into it or out of it with a comma.

Examples:

Key

When Odysseus killed Antinous, "He drew to his fist the cruel head of an arrow" point (1412).

These phrases could not be sentences by
Comma Quote themselves.

"Let me bring you a shield and spear," offers Telemachos to his battling father (1506).

How do I punctuate the end and the line or page number?

Do NOT put "p."

Rule 1

Reference line and page

Rule 2 #s in parentheses.

or any other abbreviation.

He was left alone on the sea and began floating "north again, / straight for Charybdis" (965-66).

Rule 3

Put the period OUTSIDE the parentheses and the quotation marks.