Guide for Drafting from the Argument Planner

Set up and present the quote

- **FROM COLUMN 1**
- Introduce the evidence, citing the source (author, title). Quote or paraphrase the information you are citing.

Explain the quote

- **FROM COLUMN 2**
- Explain how this evidence is relevant or applies to the claim. How does it serve as an example? How does it provide proof that what you are proposing will work.

Connect the dots

- **FROM COLUMN 3**
- Connect the dots for the reader. If we accept your reasoning, what will be the outcome? What impact will this have on the problem you've identified and are trying to solve?

Basics of Setting Up a Quotation

Always integrate quotations into your text

You should never "drop" a quotation as a grammatically independent sentence. Two main options are used to introduce and integrate quotations properly into your writing:

1. **Introduce the quotation with a formal statement or independent clause that ends with a colon**

    Example: Frank Kauflen stresses this important point about using **quotes: "You** always want to set quotes up and never have them sitting on their own in a text."

2. **Introduce the quotations with a signal phrase followed by a comma or signal verb followed by *that***

    --According to Peter **Elbow,**   --The commentator suggests **that**
    --As John Bath **says,**   --Williams confirms this idea when he **argues,**

Typically, integrating quotations means setting them up with either a sentence or phrase ending with a comma or colon.

for more on using and integrating quotes see
The Guide for Using Quotes: http://www.lirvin.net/WGuides/quotes.htm
The Art of Integrating Quotes: http://www.lirvin.net/WGuides/setupquotesart.pdf