

# How to Include Details in Academic Writing

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When taking information from a source to include in an answer, whether it's for a short response question or an essay, a writer must give credit to the original author. This is known as **citing the source**. If a writer does not cite his/her source and tries to pass off someone else's ideas as his/her own, it is a grievous misconduct known as **plagiarism**.

## Ways to Include Details in a Response

There are two ways to include **concrete details** in a response: **direct quotations** and **paraphrasing**.

**Direct Quotation:** The detail is word for word from the reading; must be placed in quotation marks. ALWAYS include at least one direct quote in your response. Avoid back and forth conversations in direct quotes.

**Paraphrase:** The writer takes the original information and writes it in his/her own words. Quotation marks are NOT used. Changing one or two words from the original is NOT a paraphrase.

**NOTE:** Whether a writer uses a direct quote or paraphrases, he/she MUST cite the source to avoid plagiarism. This can be something as simple as writing *According to Dahl*, or *On page 47 of Harry Potter . . . .*

## Framing a Quote / Paraphrase

When you use a direct quotation or a paraphrase, you need to smoothly **integrate** it into the rest of the paragraph to let your reader know whose words you are quoting. Framing a quotation supplies your reader with the **context** of the quotation and places the quotation into a longer sentence that fits in with the paragraph. Using transitional words and phrases (**Writing # \_\_\_\_\_**) like *for example*, *such as*, *according to*, and *for instance* followed by a line or page number is a great way to simply introduce a detail and cite the source at the same time.

## Good Example

In the short story "The Landlady" by Roald Dahl, the landlady is most certainly deranged. For example, in the beginning of the story (line 108) after meeting the landlady, Billy Weaver states, "the old girl is slightly dotty." This shows that Weaver is instantly leery of the landlady...

## Bad Example

The landlady is deranged. "The old girl is slightly dotty...." This proves that the old lady is dotty.

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## How to Talk About Text When Writing Supporting Details

Who said it?	Often used in...	Examples
Character	Fiction (short stories, plays and novels)	On page <u>  #  </u> , (character's name) said, "..." On page <u>  #  </u> , the character _____ explains (Character's name) states to (other character's name) on page <u>  #  </u> , "..."
Narrator/ Speaker	Poetry and Fiction (short stories, plays and novels)	On page <u>  #  </u> , the narrator said/explains/states, "..." On page <u>  #  </u> , the narrator observed, "..." In stanza <u>  #  </u> , the speakers says, "..." In line <u>  #  </u> , the speaker states, "..." In lines <u>  #  </u> to <u>  #  </u> , the speaker says, "..."
Text	Non Fiction (articles, biographies, and autobiographies)  *An author may not be named or the piece is anonymously written	On page <u>  #  </u> , the reader learns, "..." In the text, one can see that "..." In paragraph <u>  #  </u> , it said ... In the text on page <u>  #  </u> ..... According to the text, "..." The text states ... Based on the text ... "...," as stated in the text.
Author	Non Fiction (articles, biographies, and autobiographies)	The author wrote on page ... The author states ... The author says ... (pg. #) As the author pointed out on page <u>  #  </u> , "..." In the first paragraph, the author says, "..." The author goes on to explain ...

**Use your own words and explanation of events from the text with or in addition to the quotation.**

Examples:

Next, on page 235, when Addie tells Bobby that his speech is "brilliant," Bobby says, "I look at Addie and see that she is being serious. 'Okay.' I tell her. 'Okay.'"

Also, on page 184, Bobby convinces Mr. Kiley and Ms. Wyman to allow the No-Name Party to run when he says, "...It has a message that needs to be heard. I'm sorry we didn't get permission to put the signs up. Sometimes kids just act impulsively, but it's because we have strong feelings, not because we're trying to make trouble."