

## TEACHER INFORMATION

**Quotation marks** ( ' ' ) are used to:

- enclose direct speech; e.g. 'I can see you', said Tim.
- show quotations within quotations; e.g. 'The song is called "Insects", I think', said Maya.
- enclose words that the writer may not be using in their usual sense; e.g. The learner driver 'kangaroo-hopped' down the road.
- enclose the meaning of a word; e.g. The Spanish word 'siesta' means 'a short nap'.
- enclose titles of books, songs, special names, plays etc. (in handwritten work); e.g. 'The lion king' was playing.

Prim-Ed Publishing® follows guidelines for punctuation and grammar as recommended by the *Style manual for authors, editors and printers*, sixth edition, 2002. Note, however, that teachers should use their preferred guidelines if there is a conflict.

## Answers

- 'Are you going to celebrate your birthday this year?' Kelly asked Amber.
  - The teacher said, 'You will need to complete this work before lunch'.
  - Emma asked her cousin to come over and Alice said, 'Great! I'll be there soon'.
  - 'I don't really remember exactly what happened that day', the man told the officer.
  - His doctor stated, 'The condition is definitely not as serious as I first thought'.
  - 'Think about creating a quality piece that could be the centre of attention', suggested the artist.
- 'My parents are usually great,' said Jess, 'but yesterday they were both tired and grumpy'.
  - 'Our regular training has been cancelled,' I told Dad, 'so can I go to Max's for awhile?'
  - 'I'm so disappointed you've been dishonest, Tom', Mum said. 'There was no reason for you to make that choice.'
  - 'Take that man into custody immediately', ordered the judge. 'The jury has made its decision.'
  - 'A calculator will be available for the first test,' explained Mrs Lee, 'but not the second'.
  - 'We just passed a horrible car accident', I told Dad. 'I saw two ambulances, the police and a fire truck.'
- 'Mum said, "Be back at five o'clock"', I told Oliver's dad.
  - Zac said, 'I don't understand this. It's says here, "Write a complex sentence with adjectives "'.
  - 'Place your feet solidly on the blocks before the starter says, "Take your mark!"' the coach explained.
  - 'Did you actually say, "I haven't finished my homework yet"'? Mum asked.
  - 'I watched the film "Australia" last night and enjoyed it', Adam said to Trent.
  - 'The title is "Jane's promise" and it is printed at the top of each page', I told her.
- 'Do you exercise for 30 minutes every day?' I asked Aunt Amy.
  - The librarian said, 'You really need to keep the noise down'.
  - 'The price is expensive,' the repairer said, 'but if you pay cash, I'll charge 10% less'.
- Answers will vary.