

INTEGRATING SOURCES

Introduce it! Produce it! Comment on it!

Why does it matter?
How does it prove your TS?

Using Signal Phrases

Readers need to transition from their own words to the words of a source without feeling a jolt. Avoid dropping and plopping quotations into the text without warning. Instead, provide clear signal phrases, usually including the author's name, to prepare readers for a quotation.

DROPPED QUOTATION

Bad
In 2000, the legislature of Suffolk County passed a law restricting drivers' use of handheld phones. "The Bill prohibits the use of a cell phone while driving unless it is equipped with an earpiece or can act like a speakerphone, leaving the driver's hands free" (Kelley 1).

↑ The dropped quotation interrupts the papers flow!

QUOTATION WITH SIGNAL PHRASE

Good
In 2000, the legislature of Suffolk County passed a law restricting drivers' use of handheld phones. According to journalist Tina Kelley, "The bill prohibits the use of a cell phone while driving unless it is equipped with an earpiece or can act like a speakerphone, leaving the driver's hands free" (Kelley 1).

↑ The signal phrase keeps the paper moving along smoothly!

To avoid monotony, vary both the language and the placement of your signal phrases.

When your signal phrase includes a **verb**, choose one that is appropriate in the context. Is your sources arguing a point, making an observation, reporting a fact, drawing a conclusion, refuting an argument, or stating a belief? By choosing an appropriate verb, you can make your source's stance clear. See the chart for a list of verbs commonly used in signal phrases.

VERBS IN SIGNAL PHRASES

acknowledges	contends	observes
adds	declares	points out
admits	denies	reasons
agrees	disputes	refutes
argues	emphasizes	rejects
asserts	endorses	reports
believes	grants	responds
claims	illustrates	suggests
comments	implies	thinks
compares	insists	writes
confirms	notes	

MODEL SIGNAL PHRASES

In the words of researchers Redelmeier and Tibshirani, "..."

As Matt Sundeen has noted, "..."

Patti Pena, mother of a child killed by a driver distracted by a cell phone, points out that "..."

"..." writes Christine Haughney, "..."

"..." claims wireless spokesperson Annette Jacobs.

Radio hosts Tom and Ray Magliozzi offer a persuasive counter argument: "..."

Limit Your Use of Quotations

It is not always necessary to quote full sentences from a source. To reduce your reliance on the words of others, you can often integrate a phrase from a source into your own sentence structure.

Redelmeier and Tibshirani found that hands-free phones were not any safer in vehicles than other cell phones. They suggest that crashes involving cell phones may "result from a driver's limitations with regard to attention rather than dexterity" (456).

Although it is tempting to insert many long quotations in your paper and to use your own words only for connecting passages, **do not quote excessively**. It is almost impossible to integrate numerous long quotations smoothly into your own text.

Paraphrase when you can, quote when you must!!

WHEN TO USE QUOTATIONS

- When language is especially vivid or expressive
- When exact wording is needed for technical accuracy
- When it is important to let the debaters of an issue explain their positions in their own words
- When the words of an important authority lend weight to an argument
- When language of a source is the topic of your discussion

Use Signal Phrases to introduce most summaries and paraphrases. Except for certain legitimate uses of quotations, use your own words to summarize and paraphrase your sources and to explain your own ideas.

Without the signal phrase (underlined) in the following example, readers might think that only the quotation at the end is being cited, when in fact the whole paragraph is based on the source.

ACCEPTABLE PARAPHRASE -With Signal Phrase

Radio show hosts Tom and Ray Magliozzi claim that motor vehicle manufacturers do not always design features with safety in mind. For example, when designers replaced radio, CD player, and temperature control knobs with touch-sensitive panels, they were forgetting one thing: To use the panels, drivers would need to take their eyes off the road (3).

To avoid plagiarizing an author's language (taking more than 4 consecutive words from an author without citing your source and giving them credit) resist the temptation of looking at the source while you are summarizing or paraphrasing.

THREE MAIN WAYS OF INCORPORATING SOURCES INTO YOUR PAPER

Quote - Any time you use the exact wording found in a source it needs to be "quoted." Use minimally and only when the source has written something in an interesting/distinctive way.

Paraphrase - Putting an excerpt from a source in your own words, rephrasing but not shortening it.

Summarize - Boiling an excerpt down to its essential points, like describing an entire book in one or two sentences.

Why use quotations, paraphrases, and summaries?

Quotations, paraphrases, and summaries serve many purposes. You might use them to:

- Provide support for claims or add credibility to your writing
- Refer to work that leads up to the work you are now doing
- Give examples of several points of view on a subject
- Call attention to a position that you wish to agree or disagree with
- Highlight a particularly striking phrase, sentence, or passage by quoting the original
- Distance yourself from the original by quoting it in order to cue readers that the words are not your own
- Expand the breadth or depth of your writing