How to Quote in a Paper

"To adequately frame a quotation, you need to insert it into what we like to call a 'quotation sandwich,' with the statement introducing it serving as the top slice of bread and the explanation following it serving as the bottom slice. The introductory or lead-in claims should explain who is speaking and set up what the quotation says; the following statements should explain why you consider the quotation to be important and what you take it to say."

They Say, I Say by Gerald Graff and Cathy Birkenstein New York: W. W. Norton & Company Ltd., 2006