

UNIT 2

Write Right!

Indentation

- When you start a new paragraph you need to **indent** – this means that you move about 5 spaces in (or hit the “tab” key on a computer).

Indent

→ Last week something really funny happened. It was Saturday morning, and my sister and I were getting ready to go to the grocery store with my mother. When we were almost ready, my mother suddenly stopped.

Indent

→ “Oh no!” she said.

Indent

→ “What?” I asked her.

Indent

→ “I can’t find my keys! Where are my keys?” she yelled.

Quotations

- Quotations are the words that people say. When you write quotations, you need to:

- put quotation marks (“ ”) around their words
- put the punctuation (.,?!) **inside** the quotation marks
- put a comma before the quotation if there is no other punctuation before it
- start the quotation with a capital letter

Wrong: My mother said, “Let’s go”!

Right: My mother said, “Let’s go!”

Wrong: “Where is my cat? asked Meg.”

Right: “Where is my cat?” asked Meg.

Wrong: The teacher yelled “Sit down!”

Right: The teacher yelled, “Sit down!”

Wrong: John asked, “can I go home?”

Right: John asked, “Can I go home?”